



CARVER COUNTY *minnesota*

Carver County Board of Commissioners
September 1, 2020
Regular Session

Under Minnesota Statute 13D.021 the County Board has made a determination that opening the Carver County Government Center is not practical or prudent because of a health pandemic and an emergency has been declared under chapter 12.

The physical meeting location (Board Room) is closed because it is not feasible to be open due to the health pandemic. Individuals who wish to provide public comments related to the meeting can do so by email at: admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516.

**The meeting will be webcast live
at: <https://www.youtube.com/user/CarverCountyMN/live>**

All five Commissioners will be attending the meeting in person with appropriate social distancing.

REGULAR SESSION

- 9:00 a.m. 1. a) **CONVENE**
- b) **Pledge of allegiance**
- c) **Public comments submitted via email/voice mail**
- 2. Agenda review and adoption
- 3. Approve minutes of August 18, 2020 Regular Session..... 1-3
- 4. Community Announcements
- 9:05 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Award of Contract to Sir Lines-A-Lot for 2020 Pavement
- Markings - Hand Work 4
- 5.2 State Highway 25 Detour Agreement 1044538 5-6
- 5.3 Amend contract 17-454 with SRF Consulting Group Inc. 7
- 5.4 Request for approval to contract with Siemens Industry Inc..... 8
- 5.5 Amendment 2 to Arboretum Area Transportation Plan PSA with
- Bolton and Menk, Inc..... 9

Culture: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government
 5.6 Request approval to contract with Northwoods to complete a Solution Optimization Project with HHS..... 10

Finances: Improve the County's financial health and economic profile
 5.7 Review/Social/Commissioners' Warrants..... NO ATT

9:10 a.m. **CULTURE: Provide organizational culture fostering accountability to achieve goal and sustain trust/confidence in County government**

6.1 Child Support Awareness Month 11-14

9:15 a.m. **COMMUNITIES: Create and maintain safe, healthy and livable communities**

7.1 Library fines and fees 15-16

9:25 a.m. **FINANCES: Improve the County's financial health and economic profile**

8.1 Accept \$86K Help America Vote CARES Act Grant for the 2020 Election..... 17-21

8.2 CARES Act Funding for COVID-19 Projects/Programs..... 22-24

8.3 County Administrator's Preliminary 2021 Budget and Levy..... 25-36

10:00 a.m. **ADJOURN AS COUNTY BOARD AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY**

10:00 a.m. 8.4 Regional Rail Authority Preliminary 2021 and Budget..... 37

10:10 a.m. **ADJOURN CARVER COUNTY REGIONAL RAIL AUTHORITY**

David Hemze
 County Administrator

UPCOMING MEETINGS

September 8, 2020 No Board Meeting
 September 15, 2020 9:00 a.m. Board Meeting
 September 22, 2020 9:00 a.m. Board Work Session
 September 29, 2020 No Board Meeting
 October 6, 2020 9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 18, 2020. The building remained closed due to the health pandemic but was webcast live. Chair James Ische convened the session at 9:00 a.m.

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

Members absent: Tim Lynch.

No public comments were received.

The following amendment was made to the agenda:

Revised page 22-Permit request by ISD 108, NYA Central Schools, HS Cross Country Running Meets at Baylor Regional Park.

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

Maluchnik moved, Degler seconded, to approve the minutes of the August 4, 2020, Regular Session. Motion carried unanimously.

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

Approved the deletion of 1.0 FTE (Relative Search position) plus the deletion of a .8 FTE and the addition of a 1.0 FTE Child Protection Assessment social work position in the HHS Child and Family Department and related budget amendment.

Resolution #55-20, Local Bridge Replacement Program Grant Agreement for Highway 33 Bridge Project.

Authorized County Engineer, or his designee, to approve supplemental agreement 34 for \$16,219.87 for the Flying Cloud Drive Reconstruction Project.

Resolution #56-20, Local Bridge Replacement Program Grant Agreement for Highway 50 Bridge Project.

Resolution #57-20, Local Bridge Replacement Program Grant Agreement for Highway 44 Bridge Project.

Approved special use permit for cross country meets coordinated by ISD 108, NYA Central Schools for the 2020 season.

Approved issuing a tobacco license to Blackhart Enterprises dba Down South.

Approved issuing a tobacco license to Tobacco and Vapes.

Resolution #58-20, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the US 212 Project-Dahlgren Township.

Resolution #59-20, Authorizing Settlement in District Court File Number: 10-CV-17-641, Chanhassen 212, LP vs. County of Carver, a political subdivision of the State of Minnesota.

Resolution #60-20, Veterans Services Enhancement Grant from Minnesota Department of Veteran Affairs (FY2021).

Approved \$32,864.37 abatement request for penalty and interest from 2018 for parcels 25.4480020 and 25.4520020.

Reviewed August 11, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$388,383.86 and reviewed August 18, 2020, Community Social Services' actions/Commissioners' warrants in the amount of \$492,499.65.

Motion carried unanimously.

David Hemze, County Administrator, requested the Board adopt a Resolution to extend the Declaration of a Local Emergency. He stated, back in March, the Board adopted a Resolution declaring a local emergency that was effective until September 1st. He explained, with recent trends and data, along with many experts projecting the pandemic to get worse, he was asking the Board to extend the Declaration until the end of the year. He added this allows the County to do a number of things that are important with the CARES Act funding and also allows the County to access other Federal and State aid. Hemze confirmed he would come back to the Board if there were any changes.

Maluchnik offered the following Resolution, Degler seconded:

Resolution #61-20
Extending the Declaration of a Local Emergency

On vote taken, all voted aye.

Hemze requested the Board approve a Resolution to accept \$12.8 CARES Act funding. He pointed out the importance of documenting the handling of the funds. He noted they earlier allocated two million to the CDA and nearly \$600,000 to Health and Human Services. He explained today he was asking the Board to adopt a Resolution to accept funds and to allocate dollars to IT and Facilities. He pointed out the number of employees telecommuting and need to equip employees with the correct tools. He explained funds would also be added for Facilities projects and sanitation.

Hemze stated he would come back to the Board on additional recommendations for the use of the funds. He also pointed out the need to use the funds by December 31st.

Workman offered the following Resolution, seconded by Degler, including related budget amendment:

Resolution #62-20
Accepting Coronavirus Relief Funds

On vote taken, all voted aye.

Hemze requested the Board approve updates to the COVID-19 Phase II plan. He stated the Government Center was currently closed and pointed out current State and County statistics on the pandemic. He stressed they wanted to make sure the County was doing what it can to keep citizens and employees safe, as well as keep productivity in place.

He highlighted proposed changes related to jury trials and Health and Human Service related duties; transportation services for veterans to and from medical appointments and Park shelters to be open according to State guidelines with large events to be considered on a case by case basis.

Degler moved, Workman seconded, to adopt the updated COVID-19 Phase II plan as outlined. Motion carried unanimously.

Workman moved, Maluchnik seconded, to adjourn the Regular Session at 9:22 a.m. 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:

Award of Contract to Sir Lines-A-Lot for 2020 Pavement Markings - Hand Work

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 project includes hand work annual maintenance of pavement markings on all highways under Carver County jurisdiction, which is required to maintain and operate public highways at the desired performance level and to meet standards required by the Minnesota Manual of Uniform Traffic Control Devices. Carver County Public Works solicited quotes for the 2020 Pavement Markings - Hand Work.

Carver County Public Works solicited quotes for the subject 2020 Pavement Markings - Hand Work. Two bids were received:

Sir Lines-A-Lot - \$32,149.00;

AAA Striping Service - \$44,089.96.

The Engineer's Estimate was \$35,000.00.

The low responsible bidder is Sir Lines-A-Lot (Edina, MN) with a total quote of \$32,149.00, which was in line with the Engineer's Estimate and MnDOT average bid prices. Staff is recommending award of the work to the low responsible bidder, Sir Lines-A-Lot.

ACTION REQUESTED:

Motion to approve a contract with SIR LINES-A-LOT for \$32,149.00 for the 2020 Pavement Markings - Hand Work, pending finalization of the contract review process.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7047

Carver County Board of Commissioners Request for Board Action



Agenda Item:

State Highway 25 Detour Agreement 1044538

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
Consent ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

MnDOT will be performing a bituminous mill and overlay and ADA improvements along, and adjacent to Highway 25 from Highway 5 to Highway 30 (1st Street) in the City of Mayer under State Project No. 1006-31 (TH 25=025). MnDOT requires a detour to carry Highway 25 traffic on Highways 30 and 32 during the construction.

ACTION REQUESTED:

Motion to adopt a resolution entering into an agreement with the State of Minnesota for compensation of road life consumed by the Highway 25 detour, pending finalization of the contract review process.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =	<input type="text" value=""/>
MnDOT Funds	\$1,602.48
Total	\$1,602.48

FTE IMPACT: ▼

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7050

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

Date: September 1, 2020
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

**AGREEMENT
BETWEEN
CARVER COUNTY AND THE STATE OF MINNESOTA**

IT IS RESOLVED that Carver County enter into Mn/DOT Agreement No. 1044538 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of County State Aid Highway (CSAH) No. 30, and County State Aid Highway (CSAH) 32 / 1st Street as a detour route during the construction to be performed upon, along and adjacent to Trunk Highway No. 25 from T.H. 5 to County State Aid Highway (CSAH) 30 / 1st Street in the City of Mayer under State Project No. 1006-31 (T.H. 25=025).

IT IS FURTHER RESOLVED that the County Board Chair and the County Administrator are authorized to execute the Agreement and any amendments to the Agreement.

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 1st day of September, 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 1st day of September, 2020.

David Hemze (County Administrator)

Subscribed and sworn to me this
_____ day of _____, 2020.
Notary Public _____
My Commissions expires _____.

Notary Stamp

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amend contract 17-454 with SRF CONSULTING GROUP INC.

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="9/1/2020"/>
Contact: <input type="text" value="Connie Keller"/> Title: <input type="text" value="Parks Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County entered into contract 17-454 with SRF Consulting Inc. for work to design, engineer and complete project memorandum for approximately 2 miles of trail along the Minnesota Landscape Arboretum and TH 5. The project area extends from Minnewashta Parkway to Century Boulevard in Chanhassen.

Additional design services were required to:

- Provide graphic representations of retaining wall design
- Rerevise the design for underpass at Hwy 41, reducing construction impacts and expenses
- Design a boardwalk to cross a large wetland to further minimize impacts to the wetlands to achieve authorization for the project from permitting authorities.

The cost for the additional consulting service is \$227,423. The new contract total amount is \$511,167. This amount is in addition to a separate contract for construction management of \$391,417.

Planned Project Funding Sources Include:

Federal Transportation Enhancement Funding \$1,192,000
 2019 & 2020 Parks and Trails Funds \$682,244
 City of Chanhassen \$1,681,549
 University of Minnesota Landscape Arboretum \$1,682,549
 County CPA (2014-2019) \$663,600
 Attachment E 350,000
 County Sales Tax \$667,556
 Future Reimbursement of the Metro. Council \$1,000,000
 Parks Tax Forfeit Proceeds \$116,096.

Total Revenue \$8,035,594

Planned Expenses

Design and Engineering \$511,167
 Construction Management \$391,417
 Construction Contract \$6,745,464
 Wetland Credits & Fees 63,845
 Cultural resources \$19,999

Total Expense 7,731,892

Contingency \$303,702

ACTION REQUESTED:

Motion to approve Amendment #3 to contract 17-454 for professional services with SRF Consulting Group Inc. pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value=""/>
FTE IMPACT: <input type="text" value="None"/>	City of Chanhassen 25% <input type="text" value="\$56,855.75"/>
	U of M Arboretum 25% <input type="text" value="\$56,855.75"/>
	County Sales Tax <input type="text" value="\$113,711.50"/>
	Total <input type="text" value="\$227,423.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Costs for the services are included in planned financing for the project

Office use only:

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Request for approval to contract with SIEMENS INDUSTRY INC

Primary Originating Division/Dept: <input type="text" value="Public Services - Facilities"/>	Meeting Date: <input type="text" value="9/1/2020"/>
Contact: <input type="text" value="Jim Kuchelmeister"/> Title: <input type="text" value="Facilities Services Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County Facilities is recommending that we contract with Siemens Industry Inc. to provide and program 21 CO2 sensors in the Government Center, License Centers, First Street, and Public Works. The contract would be to purchase the sensors (installed by County) and for Siemens to program the sensors into our energy management system. The sensors will be installed in places where people tend to gather including lobbies and large conference rooms. These sensors will make automatic adjustments to the HVAC system to increase airflow in areas where the CO2 levels rise due to people being present. Experts recommend increasing airflow when people and groups of people are present to help prevent the spread of COVID-19.

On August 18, the County Board approved CARES Act funds to be used for facility projects. This project is part of that approved budget.

The County's current HVAC energy management system and sensors are Siemens. This is proprietary equipment and we need to intergrade these sensors into our current system. Therefore, additional quotes were not obtained.

ACTION REQUESTED:

Motion to contract with SIEMENS INDUSTRY INC pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Other"/>	FUNDING
<i>If "Other", specify:</i> <input type="text" value="CARES ACT funding"/>	County Dollars = <input type="text" value="\$42,685.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$42,685.00"/>
<input type="checkbox"/> Insert additional funding source	

Related Financial/FTE Comments:

01-110-000-1998-6310 CARES ACT funding

Office use only:

RBA 2020 - 7064

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 2 to Arboretum Area Transportation Plan PSA with Bolton and Menk, 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:

This contract amendment is for additional professional and technical services requested as part of the Arboretum Area Transportation Plan, a corridor traffic management, safety, and phasing plan for transportation corridors near the Arboretum in Victoria, Chanhassen, and Chaska.

This amendment includes additional scope and costs for work tasks needed due to the COVID-19 public health emergency primarily for public communication and virtual public engagement activities. Specific communication and engagement activities include interactive websites and customized surveys, enhanced and increased graphics and displays, and online project story maps for eight public meetings. The amendment also includes additional technical assistance for the Local Partnership Project funding application for the County Highway 11/Highway 5 intersection project at the request of City of Victoria.

ACTION REQUESTED:

Motion to approve Amendment 2 to Arboretum Area Transportation Plan professional services agreement with Bolton and Menk, Inc. pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
CARES Act funding	\$65,000.00
City of Victoria	\$6,000.00
Total	\$71,000.00

Insert additional funding source

Related Financial/FTE Comments:

\$65,000 is additional scope for work tasks needed due to COVID-19 and will be submitted as an eligible CARES Act fund expense. \$6,000 will be invoiced to the City of Victoria for technical assistance on the Local Priority Project funding application.

Office use only:

RBA 2020 - 7074

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request approval to contract with Northwoods to complete a Solution Optimization Project with HHS.

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Northwoods Consulting Partners, Inc. has a long relationship working with Carver County Health and Human Services. They currently support our OnBase and Compass software utilized by our Financial Assistance and Child Support units and they support OnBase and the Pilot/Co-Pilot case management software utilized by our Child and Family and Home & Community-Based Care units.

The project objective is to evaluate HHS's solutions and business processes and provide the following:

- Solution optimization recommendations for the Financial Assistance and Child Support units to re-engineer OnBase by Hyland Software workflow life cycles and reconfigure Compass Capture and Compass Forms.
- A roadmap consultation for the Home & Community Based Care and Child & Family units to identify a long-term solution consisting of OnBase, Traverse (a possible replacement for Pilot/Co-Pilot), or a combination of both.

Northwoods' observations and subsequent recommendations report will take into heavy consideration the ongoing impact COVID-19 has had on both staff and clients of HHS, including recommendations around worker mobility and the technology needed to provide efficient serves to the community and support remote workers now and into the future.

The cost of the consultation project is \$30,150.00. "CARES Act: Coronavirus Relief Funds" will be utilized to pay for this project. The dollars were approved by the Board per RBA 7027 on 08/18/2020.

ACTION REQUESTED:

Motion to approve the Independent Contractor/Professional Service Agreement with Northwoods Consulting Partners, Inc. in the amount of \$30,150.00 using CARES Act: CRF dollars to complete a Solution Optimization and Technology Roadmap Project, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$0.00
CARES Act: CRF	\$30,150.00
Total	\$30,150.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

No local tax levy dollars are being requested in order to complete this consultation project.

Office use only:

RBA 2020 - 7070

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Child Support Awareness Month

Primary Originating Division/Dept: Health & Human Services - Income Support

Meeting Date: 9/1/2020

Contact: Kate Probert Fagundes Title: Department Manager

Item Type:
Regular Session

Amount of Time Requested: 5 minutes

Attachments: Yes No

Presenter: Kate Probert Fagundes Title: Department Manager

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

BACKGROUND/JUSTIFICATION:

State of MN joins the Nation in recognizing August as a Child Support Awareness month as part of our commitment to promote well-being of the children and dedicaiton of the parents to support the children. Kate Probert Fagundes, Income Support Department Manager, will offer a short presentation outlining work of the Carver County Child Support team and partners.

ACTION REQUESTED:

Motion to support Governor's Walz proclamation and adopt August 2020 as a Child Support Awareness month; and acknowledge hard work of the Child Support team, County Attorneys and County Sheriff as collectively we continue to invest in the future of the children in Minnesota.

FISCAL IMPACT: None
If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2020 - 7061



STATE *of* MINNESOTA

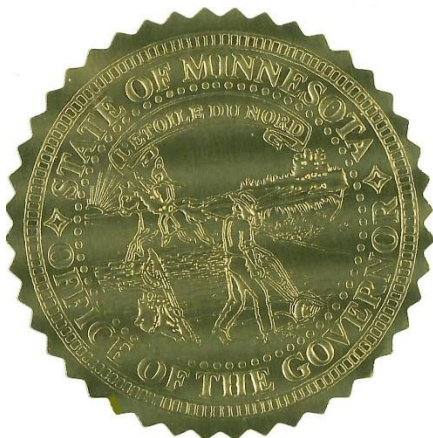
Proclamation

- WHEREAS: Minnesota joins the nation in recognizing August as Child Support Awareness Month as part of our commitment to promote the well-being of children; and
- WHEREAS: Minnesota salutes parents who support their 230,000 children with child support payments of more than \$570 million, providing a consistent source of income and security for their families; and
- WHEREAS: County and state child support professionals work collaboratively with more than 332,000 parents and partners to ensure families receive quality services; and
- WHEREAS: Minnesota's collection of monthly child support and overdue support continues to rank in the top three nationally; and
- WHEREAS: Minnesota's child support program is working to ensure equity in its policies, practices, and procedures by mitigating bias in service delivery and building a platform of respectful engagement with internal and external stakeholders; and
- WHEREAS: Minnesota continues to expand options for parents without bank accounts to pay their child support more easily through private sector partnerships that accept payments at thousands of retail locations across the country; and
- WHEREAS: Child Support Awareness Month reminds us that we must all invest in the future of children in Minnesota.

NOW, THEREFORE, I, TIM WALZ, Governor of Minnesota, do hereby proclaim August 2020, as:

CHILD SUPPORT AWARENESS MONTH

in the State of Minnesota.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the State Capitol this 29th day of July.

Handwritten signature of Tim Walz in black ink.

GOVERNOR

Handwritten signature of Steve Simon in black ink.

SECRETARY OF STATE

Filed on July 29, 2020
Office of the Minnesota
Secretary of State,
Steve Simon 12



**Carver County
Health and Human Services**

Human Services Building

602 East Fourth Street • Chaska, MN 55318-2102

Office (952) 361-1600 • Fax (952) 361-1660 • www.co.carver.mn.us

CHILD SUPPORT AWARENESS MONTH

In FFY 2019, Minnesota's child support program provided services to 331,606 parents and 230,153 children through 1,455 county and state workers. The program collected and disbursed \$570.1 million. For every \$1 spent on Minnesota's child support program, it collected \$3.14 in support of children.

How is Carver County Performing?

- There are about 1,800 child support cases in Carver County
- Carver County child support collections in FFY 2019 were almost \$8.6 million (8,582,185)
- Carver County's paternity establishment rate was 106.07% which was above the 90% threshold and the State average of 100.98%
- Overall, Carver County's performance has remained above the threshold since 2010
- Carver County has an order established for 92% of its cases.
- Performance on this measure has remained steady between 90 and 94% since at least 2010 and is again over the State average of 88.62%
- Carver County's current support collections have increased each year since 2010 from 75.64% to 79.75% in 2019 and well above the State's average of 75.4%.
- Carver County's arrears collection is at 77.93% also well above the State average of 72.91%.
- Carver County is consistently performing above the State averages and is one of the top performing counties in the 7-county metro area.

Minnesota's Child Support Program benefits children by:

- Helping families receive the basic financial support, medical support and childcare support needed to support their children's growth and development.
- Establishing legal parentage and amending birth records upon completion.
- Helping families work toward becoming and remaining economically stable

- Setting realistic orders and modifying order when appropriate to make orders collectable. If parents feel the order is fair, they are more likely to pay.
- Working with other states to help families when one parent lives outside of Minnesota
- Ensuring parents establish a financial partnership
- Provides supports to families thru resource connections and referrals
- Focusing on services and accountability, negotiating deals with parents that help them be successful and have long term impact on children.
- Focusing on promoting stability, income increase and wellness

Examples:

Helping to collect payments by encouraging contact and attempting settlement negotiation on legal actions.

Facilitating agreements and stipulated orders

Working with clients to overcome barriers to employment and paying support in our partnership and collaboration with the CareerForce Center Chaska.

Working with clients to encourage continued payments to help support their families, by matching payments and forgiving State assigned arrears when appropriate.

Focusing on helping people get stable income by connecting them to the specifically identified employment counselor and offering them individualized career counseling.

None of this would have been possible without amazing work from our child support team, County Sheriff and County Attorneys. A special thank you to our child support team, County Sheriff, and County Attorneys for their long-lasting positive impact on the lives of families we serve.

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Library Fines and Fees

Primary Originating Division/Dept: Public Services - Library

Meeting Date: 9/1/2020

Contact: Heidi Hoks Title: Library Director

Item Type:
Regular Session

Amount of Time Requested: 5 minutes

Attachments: Yes No

Presenter: Heidi Hoks Title: Library Director

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

BACKGROUND/JUSTIFICATION:

COVID-19 Fines and Fees Waiver: With closure of libraries during the COVID-19 pandemic, many Library users were unable to return materials to the Library, and so, incurred fines and the number of books checked out is down from historical numbers. To help alleviate any additional financial stress on Library users during the pandemic, the Library Board voted 4 to 1 to recommend to the County Board of Commissioners to waive all Library fines and fees incurred in 2020. The Library has already adjusted its budget to cover the fines and fees shortfall which is anticipated to be \$89,638. Adjustments include less funds needed for mileage (\$3,000), a reduction in office supplies (\$15,000), and delayed purchases of equipment/technology (\$52,546) and furniture (\$19,092).

Fines and Fees Transfer: Currently, library writes off fines and fees for accounts that are inactive for 5 years and owe less than \$25. We currently have some fines and fees on the books that date back to 2005. However, the library finds that after about three years, almost all of the fines and fees are not recovered. This averages about \$22,000 per year in fines and fees that are not collected. As the Library is migrating to a new Integrated Library System, they will need to move all of this information into their new system. Based on the cost and benefit on moving all of that data, the library is recommending that only fines and fees from 2017 to current be moved over and the older fines and fees be waived and removed. The Library Board voted 4 to 1 in favor of this recommendation.

ACTION REQUESTED:

Motion to Waive Library fines and fees incurred in 2020 and migrate fines and fees from 2017 and on to the new Integrated Library System.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars = \$89,638.00

FTE IMPACT: None

Total \$89,638.00

Insert additional funding source

Related Financial/FTE Comments:

The Library has already adjusted the Library budget to cover the fines and fees shortfall caused by this action - see budget amendment for details.

Office use only:

RBA 2020 - 7072

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Library Fines and Fees

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Fines and Fees	01-014-5xx.5512	\$89,638.00
TOTAL		\$89,638.00

CREDIT		
Description of Accounts	Acct #	Amount
Mileage	01-014-5xx.6331	\$3,000.00
Office Equip	01-014-5xx.6414	\$3,300.00
Non-Cap Equip	01-014-5xx.6480	\$10,000.00
Equip & Furniture	01-014-5xx.6660	\$19,091.00
Office Equip	01-014-500-8003....	\$39,246.00
General Operating Supplies	01-014-500-8003....	\$15,000.00
TOTAL		\$89,637.00

Reason for Request:

Reduce expense lines to cover cost of eliminating fines and fees incurred in 2020.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Accept \$86K Help America Vote CARES Act Grant for the 2020 Election

Primary Originating Division/Dept: <u>Property & Financial Services - Elections</u>	Meeting Date: <u>9/1/2020</u>
Contact: <u>David Frischmon</u> Title: <u>Property & Finance Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>10</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Frischmon</u> Title: _____	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The CARES Act included \$400 million in new Help America Vote Act (HAVA) emergency funds to prevent, prepare for, and respond to the coronavirus during the 2020 Federal Election cycle. The HAVA funds are distributed to the states by the Elections Administration Commission (EAC) after a secretary of state has applied for the funds.

The MN Office of the Secretary of State (OSS) received HAVA funding and created a CARES Act Election work group which included members of the OSS staff, county representatives, and city representatives who were tasked with determining a fair, equitable, and efficient way to allocate these funds to local governments through a grant-making process.

County staff recommends following the formula developed by the CARES Act Election work group where the County keeps \$41K of the \$86K and distributes the remaining \$45k to its cities and townships. The distributed amounts based on the work group's formula range from \$481 (Hancock Township) up to \$11,220 (City of Chanhassen) - see attached spreadsheet for each City and Township allocation. A 20% local funding match will be met by the County's costs for the increased number of absentee ballots due to voter concerns about in-person voting during a public health emergency.

Staff will prepare a grant application to spend the \$86K on the following authorized uses for HAVA CARES Act Funding:

1. Ensuring the health and safety of election officials and in-person voters by communicating and implementing social distancing and sanitation guidelines.
2. Facilitation, support, and preparation for increased absentee voting, including additional staff, printing and postage.

ACTION REQUESTED:

Motion to accept the Help America Vote CARES Act grant by adopting the attached resolution and for County staff to distribute the respective amount to cities and townships based on the formula developed by the CARES Act Election work group.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	
CARES Act Election funds	\$85,912.07
Total	\$85,912.07

Related Financial/FTE Comments:

The County's portion of the \$86K will be \$41K and the remaining \$45K will be distributed to its cities and townships.

Office use only:

RBA 2020- 7076

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

Date: September 1, 2020

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Accepting CARES Act Election Funds

WHEREAS, the COVID-19 Pandemic requires additional efforts to make the election process safe, sanitary and effective; and

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting grant applications from counties for grants pursuant to Laws 2020, Chapter 77, section 4 and the federal CARES Act; and

WHEREAS, a \$85,912.07 grant is available to Carver County pursuant to a formula set forth in the grant application provided by the Office of the Secretary of State; and

WHEREAS, the funds provided by the Office of the Secretary of State are provided for the purpose of the uses set forth in the federal CARES Act and as further restricted by Laws 2020, chapter 77, section 4, subdivision 4; and

WHEREAS, those purposes are primarily for the protection of persons involved with the election process including voters, as well as certain other purchases set forth in law; and

WHEREAS, the county will distribute \$45,179.39 of the funds to cities and townships pursuant to the OSS identified default allocation formula as determined by the Secretary and provided in the grant application; and

WHEREAS, the grant application is to be completed by the staff responsible for the administration of elections in this county; and

WHEREAS, the grant application must be completed, certified by a county official, returned to the Office of the Secretary of State and a grant agreement executed prior to the receipt of the funds to which the county is entitled pursuant to the grant application; and

WHEREAS, Laws 2020, Chapter 77, section 4 requires a 20% match for the grant; and

WHEREAS, the grant agreement will reflect the grant application for each county; and

WHEREAS, additional assistance may be forthcoming later in this election cycle from state and federal funds, particularly those funds appropriated for these purposes by the Legislature; and

WHEREAS, there are continuing needs throughout the election cycle for both COVID-19 and election security efforts and concomitant costs; and

WHEREAS, time is of the essence;

THEREFORE, BE IT RESOLVED that the grant application in the form presented to this board and to be submitted to the Office of the Secretary of State is hereby approved; and

BE IT FURTHER RESOLVED, that the Board directs the spending of existing county funds in an amount equivalent to the 20% required match indicated in the application on the purposes for which the grant is received; and

BE IT FURTHER RESOLVED that the chief elections officer of the County and staff are directed to submit this approved grant application at the earliest opportunity; and

BE IT FURTHER RESOLVED, that when the grant agreement is provided to the chief elections officer of the county, that person is delegated the authority to execute that agreement and return it to the Office of the Secretary of State without further approval by this Board; and

BE IT FINALLY RESOLVED, that the chief elections officer of the county is hereby authorized to apply for any additional funds made available by the state for the defrayment of costs of efforts to combat COVID-19 in the election process and for the enhancement of election security, and to execute any grant agreements required to access those funds from this date until the general election on November 3, 2020.

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 1st day of September, 2020, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 1st day of September, 2020.

Dave Hemze County Administrator

2020 CARES Act Funding Allocation Amounts to Carver County Municipalities

Municipality	Formula Allocation Amount
Benton Township	614.87
Camden Township	651.08
Carver City	1,687.62
Chanhassen City	11,220.45
Chaska City	8,621.84
Cologne City	892.42
Dahlgren Township	1,132.41
Hamburg City	526.70
Hancock Township	480.53
Hollywood Township	695.10
Laketown Township	945.72
Mayer City	950.10
New Germany City	488.47
Norwood Young America City	1,340.41
San Francisco Township	669.13
Victoria City	4,121.96
Waconia City	6,429.73
Waconia Township	778.69
Watertown City	1,549.75
Watertown Township	786.45
Young America Township	595.96
TOTAL ALLOCATION TO MUNICIPALITIES	45,179.39

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Accept \$86K in CARES Act funds for the 2020 Election

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
Election Supplies	01-040-065-1119.6459	\$40,733.00
City/Town Distribution	01-040-065-1119-6919	\$45,179.00
TOTAL		\$85,912.00

CREDIT		
Description of Accounts	Acct #	Amount
CARES Act Elections Grant	01-040-065-1119....	\$85,912.00
TOTAL		\$85,912.00

Reason for Request:

To recognize the CARES Act Elections Grant, distribution to cities and townships, and Carver County's portion. There is a local 20% funding match that will be covered with levy funds that are currently in the 2020 budget.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

CARES Act Funding for COVID-19 Projects/Programs

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services"/>	Meeting Date: <input type="text" value="9/1/2020"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Property & Finance Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Dave Hemze"/> Title: <input type="text" value="County Administrator"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was signed into law on March 27, 2020 and Carver County received \$12.8M in funds that can be utilized for any of the purposes established in the Federal CARES Act. These funds can only be used for those costs that 1) are necessary expenditures incurred due to the public health emergency with respect to COVID-19; 2) were not accounted for in the budget most recently approved as of March 27, 2020; and 3) were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020. (The State of Mn requires counties to spend CRF funds by Dec 1, 2020 and return any unspent County funds to the State by December 10, 2020.)

The US Treasury Department has provided guidance on the allowable uses which specifically states CRF funding can not be used to replace local governments lost revenue due to the coronavirus pandemic.

County staff presented a CARES Funding Overview to the Board at its July 7th Board meeting to discuss potential uses for the CRF funding. County staff recommend using CRF funding for the following projects/programs (See attached summary for additional details:

\$303,341 Public health measures undertaken in response to COVID19 including improved teleworking capabilities, caring for the homeless populations, converting manual services and programs to electronic processes like digital signatures, curbside library services, webconferencing, etc.

\$100,000 Economic support to stop digital divide for youth and families

\$403,341 Projects/Programs Total

ACTION REQUESTED:

Motion to approve the above projects/programs as necessary responses to the COVID-19 public health emergency.

FISCAL IMPACT: <input type="text" value="Other"/>	FUNDING
If "Other", specify: <input type="text" value="Unbudgeted costs covered by CRF fund"/>	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:

- \$ 303,341 Public Health Measures - Recommended for approval 9/1/20 Board Meeting
- 100,000 Economic Support to stop digital divide for youth & families - Recommended for approval 9/1/20 Board meeting
- 65,000 Virtual Public Meeting on Arboretum Transportation Plan - Recommended for approval 9/1/20 Board Meeting
- 871,000 IT Projects- approved 8/18/20 Board Meeting
- 392,300 Facilities Projects - approved 8/18/20 Board Meeting
- 2,000,000 Community Development Agency economic support programs- approved 8/4/20 Board Meeting
- 596,660 Health and Human Services Division economic support programs - approved 8/4/20 Board Meeting
- 8,523,491 Unallocated - County staff are developing recommendations that will be presented at future Board meetings.
- \$12,851,792 Total CARES Act Funds

Title of Request	Department	Requested Amount	Request Reason	Request Summary	Primary CRF Category
WECAB trasportation support	Income Support	2,700.00	<p>Access to trasportation is essential to ensure health and wellness of the communities. Traditionally, volunteer drivers were over age of 65. It is essential to reach out and seek out additional volunteer drivers to offer a more robust network and options for the riders.</p> <p>There is an existing contract between CC and WECAB which will be amended to include CARES funds if approved.</p>	<p>WECAB has been providing essential trasportation services to the Carver CO residents. Residents needs to connect to jobs, able to access essential services, attend medical appoitments and ensure wellness and well being of the families. Trasportation remains of the major barrier that residents are facing. WECAB will use funds to provide PPE to the volunteer drivers. In addition, WECAB will conduct an outreach compaign to secure more volunteer drivers.</p> <p>\$1,200 for PPE , to include 30 vehicle partitions/shields that will help protect both, driver and the rider \$1,500 for outreach and marketing to purchase space in local newspapers and radio station /publications seeking additional volunteers</p>	Public Health Supplies
IT - DocuSign	IT-Information Technology	14,651.00	<p>Due to COVID19 many employees are working remotely. Contract signatures use to be an internal process within the office for signatures. Documents traveled through interoffice mail. That was no longer possible with employees working from home. A digital signature process was implemented to keep the contracts workflow moving. HHS was unable to meet clients in person due to COVID19. DocuSign allows for digital signatures to be completed online for important documents.</p>	<p>Purchasing of DocuSign envelopes for digital signatures to meet the needs of a remote workforce. These envelopes are used for contract signatures, Public Works agreements/contracts and HHS client signatures. The County purchases 1,000 envelopes annually, with COVID19 that number has increased to 3,000 envelopes to support the remote workforce. The request is for 2,000 additional envelopes, the other 1,000 envelopes will be paid out of IT's budget. DocuSign is the vendor of choice because it was already integrated in the County's current workflow for digital signatures. Accounts were already setup and it was easy to leverage a solution that was already in place. It was an approved digital signature solution by the County's Attorney's Office as a legal signature for County documents.</p>	Compliance with Public Health Measures
IT - Web Conference Room Hardware	IT-Information Technology	60,000.00	<p>Web conferencing has played a critical technology role in communication during COVID-19. Many of the County Board Meetings were conducted through web conferencing in the County Board Room. The technology was critical in keeping these meetings going during the early stages of COVID-19, allowing County Board Members to attend the meetings from home. Temporary web conferencing hardware was used to conduct these meetings. IT wants to put in permanent hardware to support web conferencing in the future. Other conference rooms would benefit from web conferencing technology to provide a better user experience when communicating with other employees or clients at a different physical location due to COVID-19. This would provide a virtual conference room meeting experience, where normal meetings would have been conducted like they were before COVID-19, the difference is that not everyone needs to be in the same conference room to attend the meeting.</p>	<p>Web conferencing enhances communication capabilities during COVID-19. In conference rooms additional hardware is needed to support web conferencing in providing an enhanced experience with people that are not at the same physical location. This could be with other employees, outside organizations or clients. Today only a couple conference rooms have this technology available. IT would like to expand this technology further within the County's conference rooms.</p> <p>IT has not determined the technology hardware brand at this time. Reviewing options. IT will update once decision is made.</p>	Compliance with Public Health Measures
Carver County Homeless Shelter Program	Behavioral Health	102,640.00	<p>People experiencing homelessness are at high risk of exposure to COVID-19 because they lack a place to "stay at home". The shelter program and the food program that accompanies it, provides a safe environment, preventing people from sleeping outside or from having to couch hop from home to home. Support services also ensure clients are connected to long term housing, mainstream benefits, and health resources.</p>	<p>The current shelter program is funded through August through DHS. However, DHS funds are almost depleted. Therefore, I would like to request to use CRF dollars to help maintain this program for the months that it can. The funds pay for the cost of the hotel rooms at a monthly rate. The CARES Act has outlined homeless dedicated services as eligible for funding in an effort to protect the homeless population from COVID.</p> <p>Town Square Place - 4 rooms at 990/month = 3,960 Super 8 – 13 rooms at 1,550/month = 20,150 Holiday Inn – 1 room at 1,550/month = 1,550 Total = 25,660/month</p> <p>25,660 x 4 months = \$102,640</p>	Compliance with Public Health Measures
His House homeless Support and Food Services	Behavioral Health	66,000.00	<p>People experiencing homelessness are at high risk of exposure to COVID19 because they lack a place to "stay at home". The shelter program and the food program that accompanies it, provides a safe environment, preventing people from sleeping outside or from having to couch hop from home to home. Support services also connect participants to long term housing programs, mainstream benefits, and health resources.</p>	<p>These funds would support a collaboration established with His House to provide outreach, support services and food for the Carver County Homeless Shelter program:</p> <p>Monthly costs: 3,088 - Food Share program 4,000 – case manager (for homeless outreach to the general public) 4,000 – case manager (for homeless shelter program) 1,000 – Technology supplies (cell phones, and monthly plans, tablets and/or laptops) 1,912 – transportation assistance to prevent or end homelessness (car repairs and gas cards for people in the homeless shelter program or for people who are at risk of homelessness or in process of re-housing in Carver County) 14,000 – total/month</p> <p>August 1 – November 30 - 4 months (invoices can be paid by Nov 1) 14,000 x 4 = \$66,000</p> <p>Carver County's Housing Unit has been working on a contract with His House to provide shelter supportive services. Outreach and food delivery services are being added to ensure shelter guests and people experiencing homelessness who are not yet in shelter are able to access needed services and food.</p> <p>The CARES Act has outlined homeless dedicated services as eligible for funding in an effort to protect the homeless population from COVID.</p>	Compliance with Public Health Measures
Trasportation Support - SMARTLINK	Income Support	2,750.00	<p>Access to transportation keeps communities vibrant and support boost in economy. Transportations remains of the barriers that Carver CO residents are facing as they are trying to secure employment, access job search activities, focus on education, access health care services. Transportation supports residents to meet their basic needs and keep families safe. COVID 19 made an impact in the volunteer drivers' network. It is important to secure multiple volunteer drivers and ensure their safety in order to keep residents connected to the services they need.</p>	<p>Income Support Department, in partnership with Smart link, is requesting following items: •Volunteer PPE: masks, gloves, hand sanitizer and cleaning supplies: \$2000 •Volunteer outreach/recruitment/retention efforts- marketing campaign using newspaper, print distribution of recruitment efforts to find new volunteers - \$750</p> <p>Transportation is a huge need in Carver Co. Residents must have access to transportation in order to access medical /health care, employment, educational services, food, mental health services and other important day to day activities that keep residents healthy and communities vibrant. Carver County residents rely on volunteer drivers for the transportation. In the past, volunteer drivers were representative of a retired community. With COVID 19, it is important to reach out and expand recruitment efforts to include multiple representatives from across the county. In addition, it is very important to ensure that volunteer drivers have safety kits that are provided to them to retain compliance with CDC guidelines.</p>	Public Health Supplies

Kits for Kids	Child and Family/Income Support	15,000.00	Childcare remains limited, and families, who need services, have to bring children with them to the meetings and appointments. Certain meetings are also mandated by law, so offering individual play kits can help children remain healthy and have activities to do during supervised visitations.	Due to COVID, it is important to minimize sharing of toys among children to ensure safety of the children. The goal is to create 500 kits for the kids that include coloring books, toys, pencils, balls. The kits will be placed in the reception area, CareerForce, visitation rooms, offices, and offered to the children. Children will be able to keep the contents of the kit. The kits will also be offered at the court areas (by developing partnership with the bailiff thru Sheriff's office) to the children who are coming in for child support/child and family courts.	Public Health Supplies
Purchase of NEOGOV Forms Module	Personnel Services	12,000.00	In response to the COVID-19 pandemic many employees are working remotely. Many of our current processes were not built to handle remote workers. We have discovered that an area that needs to be addressed is employee communication and compliance forms. The NEOGOV forms module will provide the following enhancements to our process: 1. Provide a centralized area where employees can access compliance forms and other forms essential to County business. 2. Easily manage electronic workflows, which will replace the current paper process and face-to-face exchanges. 3. Ensure security and compliance of forms by eliminating the need to send forms with confidential information through the mail and provides a centralized secure location to obtain and submit employment forms.	Requesting reimbursement for the purchase of online forms system to streamline County business practices.	Compliance with Public Health Measures
NEOGOV Onboarding Module	Personnel Services	12,000.00	Carver County has a traditional model of onboarding where we physically meet with employees to complete the onboarding process. Meeting with individuals and conducting group sessions has become a challenge during the pandemic. Purchasing this module will provide potential new hires with a virtual and electronic onboarding process and will replace much of the County's face-to-face process. This module will enhance the onboarding process by enabling new hires to become more productive from their first day on the job by streamlining new hire paperwork, processes, and training and it will remove the need to physically meet with new employees.	Requesting reimbursement for NEOGOV Onboarding Module to streamline onboarding process and make it a virtual process instead of a face-to-face process.	Compliance with Public Health Measures
Curbside Pick-Up Program	Library Services-Administration	6,240.00	Students used the Library and its resources for their distance learning. While some Library resources are available to students in an electronic format, some are available in a physical format and, with libraries closed, a new form of delivery needed to be implemented. Curbside Pick-Up proved to be the safest and most expedient and inexpensive way to do so. To provide this service safely, plastic bags, gloves and a few other supplies were purchased. In addition, the County wanted to provide a valuable service to the community in providing books to read. The curb-side pick-up program was the safest way to offer this service.	To supply the physical resources to accommodate distance learning as well as pleasure reading for all ages in a safe manner, the Curbside Pick-Up Program model was utilized. In this model, library customers order their materials online, are contacted when the item/s are at the library to which they requested items be sent, and they pick the items up from a table set up outside the library. In order to ensure as contactless an experience as possible, new plastic bags, gloves and a few other supplies are necessary.	Compliance with Public Health Measures
Humanity Alliance Food Program for Shelter	Behavioral Health	9,360.00	People experiencing homelessness are at high risk of exposure to COVID-19 because they lack a place to "stay at home". The shelter program and the food program that accompanies it, provides a safe environment, preventing people from sleeping outside or from having to couch hop from home to home. Humanity Alliance ensures each shelter participant is receiving well balanced, nutritious meals.	Humanity Alliance delivers fresh, home cooked, packaged meals to shelter guests on Friday afternoons. Their food package includes: Dinner for Friday 2 meals for Saturday 2 meals for Sunday Breakfast for Monday Cost is \$26.00/household/weekend 20 weekends x 18 households = \$9,360. The CARES Act allows for funding to be used to deliver food to vulnerable populations to enable compliance with COVID19 public health precautions.	Compliance with Public Health Measures
Stop digital divide, cloud books for youth and families	Income Support/Child and Family	100,000.00 403,341.00	COVID 19 disproportionately affecting people of color and low-income residents. In a current world that is driven by access to the technology, low income residents have a documented gap that is preventing them to fully participate in day to day activities. Colleges, public schools, social services, clinics, therapists, and employers have made a change to the virtual environment and services. Offering digital support to the low income residents of Carver Co supports and promotes healthy social interactions for all of the residents, allows everyone to have equitable chances to participate in educational, employment, health and social service activities.	COVID 19 has asked parents and youth to find a completely different way to interact and live. Schools, clinics, social services are all requiring parents and youth to have an ability to virtually participate in day to day activities that are required to maintain health, wellness and educational outcomes. The proposal is to purchase cloud books and through an application process give the device to low-income residents of Carver Co. In order to be eligible for the cloud books, person must be: •Low income, 125 % poverty guidelines and •Proof of Residency of Carver County and •Youth- age 14-26 or •Family with school age children and •Demonstrate a need for a cloud book: student, involvement in children's services, have children in Carver County schools, virtual work requirement, participation in employment & training classes, and •Be a recipient of public assistance programs in Carver County. Cloud books can help to reduce digital and cultural divide that has been created by the pandemic. It will help low income families to attend schools, stay connected to children through virtual visitations, maintain solid educational achievement, access to telemedicine and health care and participate in the virtual work environment.	Economic Support

Carver County Board of Commissioners Request for Board Action



Agenda Item:

County Administrator's Preliminary 2021 Budget and Levy

Primary Originating Division/Dept: <u>Administration (County)</u>	Meeting Date: <u>9/1/2020</u>
Contact: <u>David Frischmon</u> Title: <u>Property & Finance Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Frischmon</u> Title: _____	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The 2021 Budget process formally began on May 26th at a Strategic Planning Workshop where the County Board, in response to the negative economic impact from COVID-19, directed staff to develop a 2021 Budget and Levy with "no impact" on the County's average value home.

During July, Division Directors presented their 2021 budget and levy adjustment requests at budget hearings with Board members which are summarized, along with the Administrators Preliminary Recommendations, in the attached 2021 Budget Attachments A-F.

By September 30th, State law requires that the County Board adopt a 2021 preliminary property tax levy to finance 2021 County operations and capital projects. On September 1st, the County Board will be asked to adopt a 2021 preliminary property tax levy for the County and the Carver County Regional Rail Authority. On September 15th, the County Board will be asked to adopt the 2021 preliminary levy for the Carver County Water Management Organization. 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 2022 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 3rd at 6pm and on the 15th to adopt the Final 2021 Budget/Levy and the 2022 LTFP.

ACTION REQUESTED:

Motion to approve the Administrator's Recommended 2021 Preliminary Levy of \$60,073,855, a Total Budget of \$171,073,827 and to adopt a 2021 Budget Hearing on December 3rd, 2020 at 6:00pm.

FISCAL IMPACT: Other

If "Other", specify:

see comments below

FUNDING

County Dollars =

--	--

Total

\$0.00

Related Financial/FTE Comments:

The County Administrator's Recommended 2021 Preliminary Levy is 1.7% higher than the 2020 Levy but will have no impact on the County's average value home. The County Administrator's Recommended 2021 Budget includes no wage increases and no additional levy funded FTEs.

Office use only:

RBA 2020 - 7075

2021 Budget: Net Levy Adjustments/Trends

8/19/2020

	Item	Division Request	County Administrator's Preliminary Recommendation
Attachments C-E			
	Attachment C - 2021 Capital Projects - Road Preservation	100,000	100,000
	Attachment D - 2021 Equipment Replacement	100,000	100,000
	Attachment E - CPA redirected from Operating Budget to One-Time Projects	100,000	100,000
	<i>Subtotal accounted for in Attachment C-E</i>	<i>300,000</i>	<i>300,000</i>
County-wide:			
	Expiring and early retirement of debt (2012 A & 2013A Bonds) and decrease in principal and interest payments	(1,282,365)	(1,282,365)
	Future Debt Service for Master Space Plan	1,282,365	1,282,365
	LTFP driven- IT cost increases	30,000	30,000
	Indirect Federal Funding increases (based on trends)	(50,000)	(50,000)
	Investment Income	200,000	200,000
	Property Tax Delinquencies/State Cuts/etc.	650,000	650,000
	Vacancy Savings Adjustment - 5.0% of 2021 Salary & Benefit Projection	(175,000)	(175,000)
	<i>Subtotal</i>	<i>655,000</i>	<i>655,000</i>
Divisions Negative Expenditure Trends Levy Adj:			
County Admin	County Lobbyist	50,000	50,000
Public Services- Extension	MOA increase for 2021- University of MN waived planned increase (\$4,041)	-	-
Public Services- SWCD	Following County pattern, 0%	-	-
Public Services- Historical Society	Following County pattern, 0%	-	-
Public Services- IT	Security Information Event Management (SIEM)	28,000	28,000
Public Services- PWM	AIS Program Support to cover local partner funding gap	28,000	28,000
Court Admin	Increased cost in Court Appointed Atty Fees: \$51k increase related to juvenile cases- CHIPS cases based on 3 year trend, increased civil budget by \$8k based on 5 year trend.	59,000	59,000
Employee Relations	Increase in Unemployment budget based on past and current trends	50,000	50,000
HHS-Child & Family	Court Appointed Attorneys have increased client related service costs in recent years of approximately \$126,000. In 2020 HHS spent \$166,000 on these costs, and in 2021 the State allocation is \$40,000. In addition HHS experienced increased court time, and increases in transportation costs, and additional meeting costs. It is hoped a new structure to the Court Appointed Attorney contract will reduce these costs.	126,000	126,000
PW- Parks	Lake Waconia Regional Park- Annual Sewer and Water Services	10,000	10,000
PW-APM	Cartegraph cloud hosting GIS services maintenance	14,500	14,500
PW-APM	Assetic Predictor Software	18,000	18,000
PW-Operations	Fleet software for fuel management	10,000	10,000
Sheriff's Office	Medical Examiner's Contract increase	11,570	11,570
Sheriff's Office	Annual maintenance- body cameras	65,000	65,000
	<i>Subtotal - Expenditure Levy Adj.</i>	<i>470,070</i>	<i>470,070</i>
Divisions Net Revenue Levy Adjustments:			
Sheriff's Office	Inmate Revenue decrease	373,000	373,000
Sheriff's Office	UASI Grant eliminated	50,000	50,000
Sheriff's Office	Revenue increases from Contract Revenue	(348,432)	(348,432)
HHS-Encore	Encore program at half capacity for 2021, 75% for 2022 - See Attachment E	120,000	60,000
PFS - License Center	New State Vehicle registration software will reduce # of customers served	50,000	50,000
PW-Operations	15% reduction State Aid, half of 15% comes back for 2022 - See Attachment E	330,000	165,000
	<i>Subtotal - Revenue levy adj.</i>	<i>574,568</i>	<i>349,568</i>

Net Division Levy Adjustment**1,044,638****819,638****Net County Wide and Division Levy Adjustment****\$ 1,699,638****Net Attachments C-E, County Wide and Division Levy Adjustments****\$ 1,999,638**

Attachment B: Recommended Staffing Changes

as of 8/17/2020

Division/Department	Division priorities	Division Requested FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	Administrator Recommended Net Levy (\$)
Requested for 2021:										
Attorney's Office	1	(0.70)	Levy	(0.70)	Law Clerk (2)	\$ (30,927)	-	-	\$ (30,927)	\$ (30,927)
HHS/Child and Family	1	1.00	NonLevy	1.00	Family Finding Social Worker	109,752	-	109,752	-	-
HHS/Behavioral Health	1	1.00	NonLevy	1.00	Psychotherapist	117,902	-	117,902	-	-
HHS/Behavioral Health	2	1.00	NonLevy	1.00	Housing Social Worker	107,808	-	107,808	-	-
PS/Information Technology	1	1.00	Levy	-	IT Project Manager	112,721	-	-	112,721	-
PS/Facilities Services	2	1.00	Levy	-	Custodian	68,365	-	-	68,365	-
PS/Information Technology	3	1.00	Levy	-	IT Solutions Architect	117,794	-	-	117,794	-
PS/Planning & Water Management	4	0.40	NonLevy	0.40	Water Resources Technician	42,164	-	42,164	-	-
PS/Planning & Water Management	5	1.00	NonLevy	1.00	Lead Water Resources Technician	72,259	-	9,768	62,491	-
PS/Planning & Water Management	5	(1.00)	NonLevy	(1.00)	Water Resources Technician	(62,491)	-	-	(62,491)	-
PS/ Environmental Services	6	0.10	NonLevy	0.10	Environmental Attendant	3,870	-	3,870	-	-
PS/ Environmental Services	7	0.25	NonLevy	0.25	STOC Assistant Environmentalist	7,953	-	7,953	-	-
PS/Library Services	8	1.00	Levy	-	Technology Librarian	107,711	-	-	107,711	-
PS/Library Services	9	0.42	Levy	-	Library Assistant	38,438	-	-	38,438	-
PS/Library Services	10	0.10	Levy	-	STOC Librarian	5,619	-	-	5,619	-
PS/Library Services	11	0.70	Levy	-	Associate Librarian	49,470	-	-	49,470	-
PW/Program Delivery	1	1.00	Partial Levy	1.00	Engineering Specialist	95,003	-	95,003	-	-
PW/Parks	2	0.50	NonLevy	0.50	Park Maintenance Technician	41,991	-	41,991	-	-
PW/Operations	3	0.50	Levy	-	Hwy Maint Operator	41,991	-	-	41,991	-
PW/Program Delivery	4	1.00	Partial Levy	-	Transportation Planner	109,210	-	54,605	54,605	-
										-
Subtotal:		11.27		4.55		\$ 1,156,603	\$ -	\$ 590,816	\$ 565,787	\$ (30,927)

Attachment C: Capital Projects by Fund for 2021

as of 8/26/20

DEPT.	CIP #	DESCRIPTION	2020 Board Approved	2021 Recommended	2021 Board Approved	Inc./Dec
Parks & Trails Capital Improvements						
	522-512	TH5 Arboretum Trail (CPA)- payback to Fund 32	73,539	73,699		160
	529-517	Lake Waconia Regional Park/Coney Island (Parks & Trails Funds)	286,000	286,000		-
		34-000-XXX-XXXX-66xx	359,539	359,699	-	160
Fund 34 Total	34-XXX-XXX-XXXX-66XX		359,539	359,699	-	160
Levy Dollars - Fund #34			-	-	-	-
Building and Other Capital Improvements						
		Contribution to Agricultural Society 2020/2021 Building Projects (CPA)	60,000	60,000		-
		Building Security Improvement Plan- (CPA)	13,540	13,699		159
		30-XXX-XXX-XXXX-6630	73,540	73,699	-	159
Fund #30 Total	30-XXX-XXX-XXXX-66XX		73,540	73,699	-	159
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, Trail Crack Sealing & Sealcoating	110,798	113,798		3,000
		15-XXX-XXX-XXXX-66XX	174,000	177,000	-	3,000
Fund #15 Total	15-XXX-XXX-XXXX-66XX		174,000	177,000	-	3,000
Levy Dollars - Fund #15			170,000	175,000	-	5,000
Road & Bridge Capital Improvements						
Transfers		State Aid Regular transfer for FTEs	424,278	424,278		-
		Transportation Sales & Use Tax to Fund 3 for FTEs and 212 professional services	344,970	348,667		3,697
		Wheelage tax funds transfer to Fund 35	315,000	315,000		-
		Levy transfer to Fund 3 for Seal Coating and Crack Filling		82,190		82,190
		03-304 & 35-814	1,084,248	1,170,135	-	85,887
Professional Services		307-8726 TH 101 Reconstruction from CSAH 61 to Pioneer Trail. (City Lead) (CSAH Reg)	51,649	-		(51,649)
		307-8726 TH 101 Reconstruction from CSAH 61 to Pioneer Trail. (City Lead) (Sales Tax)	5,893	-		(5,893)
		307-8787 CSAH 44 Reconstruction from CSAH 11 to TH212 (City Lead) (MUN/STATE)	100,000	-		(100,000)
		307-8787 CSAH 44 Reconstruction from CSAH 11 to TH212 (City Lead) (CSAH Reg)	225,000	-		(225,000)
		307-8794 CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (Wheelage Tax)	397,260	-		(397,260)
		307-8818 County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (MUN/STATE)	255,500	-		(255,500)
		307-8818 County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (Sales Tax)	577,000	-		(577,000)
		307-8846 CSAH 17 at Lake Lucy Road Pedestrian Crossing (MUN/STATE)	54,900	-		(54,900)
		307-8847 Highway 5 & CSAH 33 Roundabout. SP 010-633-047 (MUN/STATE)	301,104	-		(301,104)
		307-8847 Highway 5 & CSAH 33 Roundabout. SP 010-633-047 (CSAH Reg)	33,541	-		(33,541)
		307-8861 CSAH 11 at Deer Run Dr. Pedestrian Crossing (MUN/STATE)	53,100	-		(53,100)
		307-8811 CSAH 11 - Reconstruction From 6th Street to TH 212. (MUN/STATE)	-	372,434		372,434
		307-8811 CSAH 11 - Reconstruction From 6th Street to TH 212. (CSAH Mun)	-	678,221		678,221
		307-8818 County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (MUN/STATE)	-	255,500		255,500
		307-8818 County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (Sales Tax)	-	577,000		577,000
		307-8824 CSAH 61 Reconstruction from Engler Blvd. to Bluff Creek Dr.(M5, L5) (MUN/STATE)	-	1,028,715		1,028,715
		307-8826 TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)	-	250,000		250,000
		307-8826 TH 212 Expansion from Norwood Young America to Cologne (Sales Tax)	-	250,000		250,000
		307-8834 Highway 41 Reconstruction from Mn River to Walnut Court. (City Lead) (Sales Tax)	-	70,000		70,000
		307-8842 TH5/CSAH11(W) Intersection Improvements (MUN/STATE)	-	24,545		24,545
		307-8842 TH5/CSAH11(W) Intersection Improvements (CSAH Reg)	-	45,900		45,900
		307-8844 CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)	-	180,000		180,000
		307-8866 Highway 20/25 Intersection (CSAH Reg)	-	166,000		166,000
		307-8880 CSAH 50 shoulder widening and rehab from CSAH 31 to CSAH 33(W) (Wheelage Tax)	-	62,106		62,106
		32-307-000-0000-6680	2,054,947	3,960,421	-	1,905,474
Construction		307-8015 Safety Set Aside (County Levy)	175,000	175,000		-
		307-8016 Traffic Marking / Signs / Signals (County Levy)	315,000	315,000		-
		307-8016 Traffic Marking / Signs / Signals (County Program Aid)	147,078	147,399		321
		307-8726 TH 101 Reconstruction from CSAH 61 to Pioneer Trail. (City Lead) (MUN/STATE)	14,257,044	-		(14,257,044)
		307-8726 TH 101 Reconstruction from CSAH 61 to Pioneer Trail. (City Lead) (CSAH Reg)	1,525,000	-		(1,525,000)
		307-8726 TH 101 Reconstruction from CSAH 61 to Pioneer Trail. (City Lead) (Sales Tax)	174,000	-		(174,000)
		307-8744 CSAH 32 Bridge over Crow River (10514) (CSAH Reg)	1,183,686	-		(1,183,686)
		307-8744 CSAH 32 Bridge over Crow River (10514) (Bridge Bonds)	916,004	-		(916,004)
		307-8749 CSAH 50 Bridge #L2787 over Bevens Creek. (CSAH Reg)	1,707,703	-		(1,707,703)
		307-8749 CSAH 50 Bridge #L2787 over Bevens Creek. (Bridge Bonds)	639,754	-		(639,754)
		307-8822 CSAH 11/18/43 Intersection Improvements (MUN/STATE)	50,000	-		(50,000)
		307-8822 CSAH 11/18/43 Intersection Improvements (CSAH Reg)	400,000	-		(400,000)
		307-8822 CSAH 11/18/43 Intersection Improvements (Sales Tax)	50,000	-		(50,000)
		307-8845 CSAH 50 CIR & SW from CSAH 41 to CSAH 40 (CSAH Reg)	2,413,993	-		(2,413,993)
		307-8845 CSAH 50 CIR & SW from CSAH 41 to CSAH 40 (Wheelage Tax)	212,507	-		(212,507)
		307-8846 CSAH 17 at Lake Lucy Road Pedestrian Crossing (MUN/STATE)	274,500	-		(274,500)
		307-8847 Highway 5 & CSAH 33 Roundabout. SP 010-633-047 (MUN/STATE)	1,632,537	-		(1,632,537)
		307-8847 Highway 5 & CSAH 33 Roundabout. SP 010-633-047 (Fed)	1,346,400	-		(1,346,400)
		307-8847 Highway 5 & CSAH 33 Roundabout. SP 010-633-047 (CSAH Reg)	909,134	-		(909,134)
		307-8858 TH 212 Resurfacing from TH 5 to CSAH 36 (W) (CSAH Reg)	100,000	-		(100,000)
		307-8861 CSAH 11 at Deer Run Dr. Pedestrian Crossing (MUN/STATE)	295,000	-		(295,000)
		307-8726 TH 101 Reconstruction from CSAH 61 to Pioneer Trail. (City Lead) (MUN/STATE)	-	436,912		436,912

Attachment C: Capital Projects by Fund for 2021

as of 8/26/20

DEPT.	CIP #	DESCRIPTION	2020	2021	2021	Inc./Dec	
			Board Approved	Recommended	Board Approved		
	307-8793	CSAH 10 shoulder widening TH 25 to Wright County Line (CSAH Reg)	-	630,285	-	630,285	
	307-8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (CSAH Mun)	-	1,049,075	-	1,049,075	
	307-8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (Wheelage Tax)	-	2,971,242	-	2,971,242	
	307-8796	CSAH 41 Bridge over Silver Creek (10502). SF Township (Bridge Bonds)	-	450,000	-	450,000	
	307-8811	CSAH 11 - Reconstruction From 6th Street to TH 212. (MUN/STATE)	-	3,724,341	-	3,724,341	
	307-8811	CSAH 11 - Reconstruction From 6th Street to TH 212. (CSAH Reg)	-	8,190,318	-	8,190,318	
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (MUN/STATE)	-	14,000,000	-	14,000,000	
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (Fed)	-	22,000,000	-	22,000,000	
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (Sales Tax)	-	3,357,655	-	3,357,655	
	307-8842	TH5/CSAH11(W) Intersection Improvements (MUN/STATE)	-	202,931	-	202,931	
	307-8842	TH5/CSAH11(W) Intersection Improvements (CSAH Reg)	-	91,127	-	91,127	
	307-8867	TH 5 Regional Trail (Sales Tax)	-	3,134,345	-	3,134,345	
		32-307-000-0000-6681	28,724,340	60,875,630	-	32,151,290	
Right of Way							
	307-8726	TH101 Reconstruction (CSAH 61 - CSAH 14) (Muni/ State Participation)	2,742,956	-	-	(2,742,956)	
	307-8793	CSAH 10 shoulder widening TH 25 to Wright County Line (Land Acq.) (Wheelage Tax)	10,240	-	-	(10,240)	
	307-8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (Wheelage Tax)	310,000	250,000	-	(60,000)	
	307-8811	CSAH 11 - Reconstruction From 6th Street to TH 212. (MUN/STATE)	400,000	-	-	(400,000)	
	307-8811	CSAH 11 - Reconstruction From 6th Street to TH 212. (CSAH Mun)	400,000	-	-	(400,000)	
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (MUN/STATE)	1,850,000	-	-	(1,850,000)	
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (Sales Tax)	1,850,000	-	-	(1,850,000)	
	307-8787	CSAH 44 Reconstruction from CSAH 11 to TH212 (City Lead) (MUN/STATE)	-	175,000	-	175,000	
	307-8787	CSAH 44 Reconstruction from CSAH 11 to TH212 (City Lead) (CSAH Reg)	-	175,000	-	175,000	
	307-8796	CSAH 41 Bridge over Silver Creek (10502). SF Township (CSAH Reg)	-	4,785	-	4,785	
	307-8834	Highway 41 Reconstruction from Mn River to Walnut Court. (City Lead) (Sales Tax)	-	611,000	-	611,000	
	307-8866	Highway 20/25 Intersection (CSAH Reg)	-	20,000	-	20,000	
		32-307-000-0000-6685	7,563,196	1,235,785	-	(6,327,411)	
Resurfacing/ Rehab/ Maintenance							
	307-8000	Resurfacing/ Rehab/ Maintenance (County Levy)	1,700,000	1,717,810	-	17,810	
	307-8000	Resurfacing/ Rehab/ Maintenance (Wheelage)	696,184	1,016,485	-	320,301	
	307-8000	Resurfacing/ Rehab/ Maintenance (CSAH Reg)	-	181,541	-	181,541	
		32-307-000-0000-6684	2,396,184	2,915,837	-	519,653	
Fund #32 Total		32-307-XXX-XXXX-66XX	41,822,915	70,157,808	-	28,334,893	
			Road & Bridge Levy Dollars - Fund #32	2,190,000	2,290,000	-	100,000

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

as of 8/14/2020

DEPT.	DESCRIPTION	2020	2021	2021	2021	Inc./Dec
		Board Approved	Initially Rolled Forward from 2021 LTFP	County Administrator's Preliminary Recommendation	Board Approved	
Public Services - Facilities						
Building Improvements - 6640						
	Facilities - Manager Initiatives	330,000	335,000	335,000		5,000
Dept. Total	01-110-XXX-2001-66XX	330,000	335,000	335,000	-	5,000
Public Services - Information Technology						
Capital Initiatives						
	IT Capital Initiatives	107,400	125,000	125,000		17,600
	Software: 01-049-046-0000-6660	107,400	125,000	125,000	-	17,600
Infrastructure Technol						
	Scanner/Printer Replacement	15,000	20,000	20,000		5,000
	Equipment: 01-049-046-0000-6660	15,000	20,000	20,000	-	5,000
CarverLink						
	CarverLink buildout*	105,000	105,000	105,000		-
	CarverLink equipment replacement*	30,000	30,000	30,000		-
	Equipment: 02-048-000-130x-666x	135,000	135,000	135,000	-	-
Dept. Total		257,400	280,000	280,000	-	22,600
Public Services - Library						
Administration						
	Furniture/Equipment replacement	20,000	20,000	20,000		-
Dept. Total	01-014-XXX-XXXX-66XX	20,000	20,000	20,000	-	-
Public Services - Planning & Water						
WMO						
	Carver County Water Mgmt. Organization Project Fund*	207,615	171,261	171,261		(36,354)
	16-XXX-XXX-XXXX-6630	207,615	171,261	171,261	-	(36,354)
Dept. Total	16-XXX-XXX-XXXX-66XX	207,615	171,261	171,261	-	(36,354)
Sheriff's Office						
Admin						
	Sheriff Priorities	30,000	40,000	40,000		10,000
	Equipment: 01-201-201-0000-66xx	30,000	40,000	40,000	-	10,000
Patrol						
	Vehicles	305,600	320,000	320,000		14,400
	Vehicles: 01-201-236-0000-6670	305,600	320,000	320,000	-	14,400
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	430,600	455,000	455,000	-	24,400
Public Works						
Highway Operations						
	County-wide Fleet	480,000	530,000	530,000		50,000
	Public Works Equipment (CSAH)*	150,000	150,000	150,000		-
	Equipment: 03-304-000-0000-6660	630,000	680,000	680,000	-	50,000
		-	-	-	-	-
Park Administration						
	Park Maintenance Projects	52,000	50,000	50,000		(2,000)
	Site Improvements: 01-520-000-0000-6610	52,000	50,000	50,000	-	(2,000)
Division Total		682,000	730,000	730,000	-	48,000
County Totals						
		1,927,615	1,991,261	1,991,261	-	63,646
	*Non-Levy Dollars Available to Pay	(492,615)	(456,261)	(456,261)	-	36,354
	Net Levy Dollars Needed	1,435,000	1,535,000	1,535,000	-	100,000

2021 Budget - One-Time Projects: Building maintenance, capital projects, equipment, software, etc.

as of 7/7/20

	Division Priority	Item	2021 LTFP/Division Director Request	County Administrator Recommendation	2021 Board Approved
2021 Long Term Financial Plan:					
Public Works	1	Bridge Replacement thru 2021	650,000	650,000	650,000
PS-Facilities	1	Replace HVAC Variable Frequency Drives	15,000	15,000	
PS-Facilities	2	Start Replacement of RTU's at Cologne PW Headquarters	65,000	65,000	
PS-IT- Carver Link	3	Fiber installed in PW road projects (changed from \$75k to \$165k)	165,000	75,000	
PS-IT	4	Data Storage Upgrade	100,000	100,000	
PS-Facilities	5	Elevator Upgrades	70,000	70,000	
PS-IT	6	Justice Center Meeting Room technology upgrades	80,000	80,000	
PS-Facilities	8	County Buildings- Replace Carpet and Repaint	125,000	-	
Sheriff's Office	1	ARMER Radio System Upgrade	50,000	50,000	
Sheriff's Office	2	Replace external doors- project to be managed by Facilities	54,000	54,000	
Sheriff's Office	3	Replace flooring- project to be managed by Facilities	50,000	50,000	
Division Director Requests:					
Sheriff's Office	4	Body cameras for Deputies	250,000	250,000	
Fair Board	1	County Contribution of 25% 2021 Capital Improvement Plan (2020- \$60k, 2021- \$61k request)	1,000	1,000	
PS-IT	7	Conference Room upgrades and video conferencing (County Board Room & PW)	25,000	25,000	
PW- P&T CIP	1	Trunk Highway 5 Regional Trail Professional Services	250,000	-	
PW- Program Delivery	2	Future Highway 10 Land Preservation - Oak Point Area	250,000	100,000	
PW- APM	3	Assetics Software Implementation	30,000	30,000	
PW- Parks	4	Program Registration Software	20,000	20,000	
PW- Operations	5	Pool Software Kiosks	80,000	-	
PW- Operations	6	Asset Work Pool software	50,000	-	
PW- P&T CIP	7	Waconia Event Center Demolition	150,000	-	
PW- Operations	8	Loader Mount Snow Pusher	10,000	-	
PW- Operations	9	Schulte Flx 1510 flex arm mower	35,000	-	
PW- Program Delivery	10	Traffic Counting Equipment	75,000	-	
PW- Operations	11	Grinder Bucket	55,000	-	
PW- P&T CIP	12	Site Amenities-, Playground	700,000	-	
PW- Parks	13	Portable climbing wall unit	85,000	-	
PW- P&T CIP	14	Lake Waconia RP Phase II Development, Plaza, Picnic Shelter, Restrooms, Waterfront service Center	4,300,000	-	
PW- Operations		2021 Assumes 15% reduction State Aid: \$165k on Attachment A long-term and \$165k is one-time on Attachment E	-	165,000	
HHS-Encore		2021 Assumes Encore program at 50% capacity: \$60K on Attachment A long term and \$60K is one-time on Attachment E (i.e. 75% capacity for 2022).	-	60,000	
One Time Projects Total =			7,790,000	1,860,000	650,000
Initial Project Funding +over/(under)			(5,930,000)	-	(650,000)
One-Time Funding Sources:					
State Turnback Reimbursement			\$ 1,420,000	\$ 1,420,000	\$ -
\$100,000 redirected from 2019 CPA and 2020 CPA			200,000	200,000	-
\$100K redirectd from 2021 CPA			100,000	100,000	-
2021 Increase to County Program Aid			140,000	140,000	-
Total One-Time Funding Sources:			\$ 1,860,000	\$ 1,860,000	\$ -

State Turnback estimates by year	
1,420,000	2021
3,681,679	2022
-	2023 & Beyond

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2021**

as of 7/15/20

DIVISION - DEPT.	DESCRIPTION	2020	2021	2021	Inc./Dec
		Adopted	Requested	Recommended	
Commissioners					
District 1		5,000	5,000	5,000	-
	AMC and miscellaneous instate				
District 2		5,000	5,000	5,000	-
	Transportation Alliance Fly-in-Washington				
	Washington- (2) Outstate travel trips re: transportation funding				
	Waste Expo-Outstate location TBD				
	AMC/Midwest Regional Rail and miscellaneous instate				
District 3		5,000	5,000	5,000	-
	Transportation Alliance Fly-in-Washington				
	Washington- (2) Outstate travel trips re: transportation funding				
	NACO Legislative-Washington				
	NACO Annual Conference Location TBD				
	Various NACO Outstate Conf Locations TBD				
	Western Interstate Conference- Outstate location TBD				
	RAC Outstate Location TBD				
	NAWB Forum Washington				
	AMC and miscellaneous instate				
District 4		5,000	5,000	5,000	-
	AMC and miscellaneous instate				
	Washington Transportation Fly-In				
District 5		5,000	5,000	5,000	-
	Instate and Outstate Conference and Training TBD				
Total- Commissioners	01-001-XXX-0000-6332	25,000	25,000	25,000	-
County Administration					
	AMC Annual Conference	700	700	700	-
	MCMA/MACA Annual Conference	725	725	725	-
	MACA Fall	475	475	475	-
	Washington, DC Transportation Funding	2,000	2,000	2,000	-
	Misc.- Administrator/staff	200	200	200	-
Total- County Administration	01-030-000-0000-6332	4,100	4,100	4,100	-
Public Services - Administration					
	MCMA Annual Conference - Minnesota - 2	1,500	1,500	1,500	-
	ICMA National Conference - Out of State	1,800	1,800	1,800	-
	MACA Fall - Minnesota	650	650	650	-
	Webinars and In State Training	1,500	1,500	1,500	-
	Staff Professional Training	100	100	100	-
Total- Public Services Admin	01-048-000-0000-6332	5,550	5,550	5,550	-
Public Services - Facilities					
Facilities Management					
	IFMA & EDAM - Local	1,100	1,100	1,100	-
	IFMA National	1,000	1,000	1,000	-
Total- Facilities	01-110-000-0000-6332	2,100	2,100	2,100	-
Public Services - Information Services					
CIO					
	Microsoft Ignite Conference (out of state training - 1)	3,500	3,500	3,500	-
	In state training	500	500	500	-
	01-049-000-0000-6332	4,000	4,000	4,000	-
Infrastructure					
	Security Supervisor - Security Conference (out of state - 1)	5,000	-	-	(5,000)
	IT Manager IT Solutions Conference (out of state - 1)	5,000	-	-	(5,000)
	Infrastructure Conferences (out of state - 2)	-	10,000	10,000	10,000
	In state training	18,400	11,400	11,400	(7,000)
	01-049-046-0000-6332	28,400	21,400	21,400	(7,000)
Client Services					
	Records Management Conference (ARM, MER, etc.) (out of state - 1)	4,000	3,500	3,500	(500)
	In state training	1,600	2,100	2,100	500
	01-049-xxx-0000-6332	5,600	5,600	5,600	-
GIS & Software					
	ESRI International Conf. (out of state - 2)	4,000	4,000	4,000	-
	ESRI Developers Summit (out of state - 1)	2,300	-	-	(2,300)
	Microsoft Ignite Conf. (out of state - 1)	4,000	8,000	8,000	4,000
	Web and SharePoint (out of state - 1)	3,500	3,500	3,500	-
	In state training	5,700	4,000	4,000	(1,700)
	01-049-062-0000-6332	19,500	19,500	19,500	-
Project Management Office					
	Onbase National Conference (out of state - 1)	3,500	3,500	3,500	-
	PM/BA Conference (out of state - 2)	-	-	-	-
	Business Analysis Conference (out of state - 1)	3,500	3,500	3,500	-
	PMO Conference (out of state - 1)	3,500	3,500	3,500	-
	In state training	4,000	4,000	4,000	-
	01-049-064-0000-6332	14,500	14,500	14,500	-
Support Services					
	In state training	-	3,500	3,500	3,500
	01-049-063-0000-6332	-	3,500	3,500	3,500
Security					
	In state training	-	3,500	3,500	3,500
	01-049-066-0000-6332	-	3,500	3,500	3,500
CarverLink					
	In state training	2,300	2,300	2,300	-
	02-048-000-0000-6332	2,300	2,300	2,300	32
Total- Information Tech	01-049-XXX-XXXX-6332 & 02-048.6332	74,300	74,300	74,300	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2021**

as of 7/15/20

DIVISION - DEPT.	DESCRIPTION	2020	2021	2021	Inc./Dec
		Adopted	Requested	Recommended	
Public Services - Library					
	IUG conference (2020) - (Out of State - 1 conference attendee)	2,000	-	-	(2,000)
	PLA Annual Conference (2020) - (Out of State - County funding budgeted for 1 attendee)	2,000	-	-	(2,000)
	Internet Librarians Conference (Monterey, CA - 1 conference attendee)	2,000	-	-	(2,000)
	American Library Association conference (2021) - Chicago, IL (2 attendees)	-	4,500	4,500	4,500
	Power Up Conference (2021) - Madison, WI (County funding budgeted for registr. for 5 attendees)	-	1,500	1,500	1,500
	01-014-500-0000-6332	6,000	6,000	6,000	-
MELSA-funded Conferences *					
	NACo Leadership Academy (MELSA pays for 2 attendees)	-	-	-	-
	ALA Conference - Out of State (MELSA pays for 1 attendee)	-	-	-	-
	ALSC Conference - Minneapolis (MELSA pays for 3 attendees)	-	-	-	-
	Power Up Conference - Out of State (MELSA pays for Lodging and Meals for 5 attendees)	-	2,000	2,000	2,000
	Library Marketing and Communications Conference - Indianapolis, IN (1 attendee)	-	2,500	2,500	2,500
	COSUGI (Customers of SirsiDynix Users Group Inc) - Provo, UT (3 attendees)	-	7,500	7,500	7,500
	In-State Conferences (MLA) and Webinars	-	2,555	2,555	2,555
	01-014-500-8011-6332 Reimbursed by MELSA *	-	14,555	14,555	14,555
	<i>*2020 conferences reimbursed by MELSA were listed in 2020 Attachment F with event names only. Beginning in 2021 the Library has included MELSA-reimbursed conference expenses and the offsetting reimbursement revenue in the requested budget for the department. These additions are levy neutral.</i>				
Law Library					
	Potential Out of State Training (TBD)	-	2,000	2,000	2,000
	In State Training	500	500	500	-
	02-508-000-0000-6332	500	2,500	2,500	2,000
Total- Library and Law Library		6,500	23,055	23,055	16,555
Public Services - Veteran Services					
	MN DVA Spring Training/Conference (Four staffers @ \$320/staffer)	1,400	1,280	1,280	(120)
	Nat'l County Veteran Service Officer Conf (Out of State - Two staffers @ \$1640/staffer)	3,400	3,280	3,280	(120)
	MN County Veterans Service Officer Conference (Four staffers @ \$785/staffer)	2,400	3,140	3,140	740
Total- Veteran Services		7,200	7,700	7,700	500
Public Services - Land Management					
	Planning/Zoning Administrators workshop or conference (e.g. MACPZA, APA, etc.)	900	900	900	-
	Continuing Education (e.g. Building Plan Technician Certification, etc.)	300	300	300	-
	Professional Development or work related Tuition Reimbursement (In State)	400	400	400	-
	01-123-160-0000-6332	1,600	1,600	1,600	-
Public Services- Environmental Services					
Administration					
	Annual Agricultural Inspectors Conference	250	250	250	-
	Annual MPCA Sewage Treatment System Cont. Education (3)	1,900	1,900	1,900	-
	Annual MPCA County Feedlot Officers Training	300	300	300	-
	Misc. professional conferences or work related tuition reimbursement	900	900	900	-
	Feedlot, SSTS and Water Quality misc. conferences	500	500	500	-
Solid Waste					
	RAM/SWANA Annual Conference [4]	950	950	950	-
	SWAA Annual conference	200	200	200	-
	Misc. special issue conferences	1,500	1,500	1,500	-
	US Composting Council Conference [Out of State]	1,300	-	-	(1,300)
	National Solid Waste Conference - Out of State	-	1,300	1,300	1,300
Industrial Hazardous Waste					
	National Hazardous Waste Conference - Out of State	2,000	2,000	2,000	-
	Misc. special issue conferences	300	300	300	-
	OSHA/Safety Training	300	300	300	-
	01-123-130-XXXX-6332	10,400	10,400	10,400	-
Public Services - Planning & Water Management					
	ESRI Annual User Conference (Out of State)	1,500	1,500	1,500	-
	Misc. Professional conferences or Tuition Reimbursement	250	250	250	-
	MN Water Resource conference: MNAPA Annual Conference, other water related conferences, other planning related conferences.	1,650	1,650	1,650	-
	In state GIS, CRM or other software conference & training	850	850	850	-
	Wetland Certification and related training	2,300	2,300	2,300	-
	National (Out of State) potential conferences: Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., National LID Symposium, Nat. ESRI Water conference, Center for Watershed Protection Nat. Conf.	1,550	1,550	1,550	-
	01-123-XXX-XXXX-6332 & 16.6332	8,100	8,100	8,100	-
AIS					
	Nat AIS conference, International AIS conference (Out of State) or State AIS conferences and training: State of Water, AIS Summit, AISRC center, Upper Midwest Invasive Species Conference, Invaders Summit, WI AIS ID Training or related trainings	1,625	1,625	1,625	-
	01-123-120-5021-6332	1,625	1,625	1,625	-
Total- Public Services		117,375	134,430	134,430	17,055
Attorney					
	IMLA (La Quinta, CA) & NDAA- (Washington, DC)	6,000	6,000	6,000	-
	Various training courses- continuing education credits for Attorneys	10,500	10,500	10,500	-
Total- Attorney		16,500	16,500	16,500	-
Court Services - Probation					
	Drug Court National Conference- \$9500- grant funded				
	Correctional Evidence-Based Practices (LS/CMI, YLS, MI, Case Planning, etc.)	500	500	500	-
	APPA National Probation Training Institute (Out-of-State)	1,400	1,400	1,400	-
	MN Association of County Probation Officers (MACPO) - Spring Conference	1,500	1,500	1,500	-
	MACPO Regional Training for Probation Officers	250	250	250	-
	Miscellaneous Mental Health Training Opportunities	500	500	500	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2021**

as of 7/15/20

DIVISION - DEPT.	DESCRIPTION	2020	2021	2021	Inc./Dec
		Adopted	Requested	Recommended	
	Minnesota Corrections Association (MCA) - Fall Institute	1,350	1,350	1,350	-
Total- Court Services	01-252-XXX-XXXX-6332	5,500	5,500	5,500	-
Employee Relations - Personnel Services					
	MCHRMA Spring Conference	300	300	300	-
	MCHRMA Fall Conference	400	400	400	-
	MPELRA Summer Conference	500	500	500	-
	MPELRA Winter Session	200	200	200	-
	ADA, WC, FMLA, COBRA, ACA	500	500	500	-
	SHRM Seminars	600	600	600	-
	Support, MCIT Seminars	600	600	600	-
	Legal Update Seminars	2,400	2,400	2,400	-
	NPELRA, SHRM or IPMA or NEOGOV Out-of-State Conference	4,000	4,000	4,000	-
	IPMA Local, Regional or National Conference	700	700	700	-
	PRIMA National Conference - Out-of-State	2,000	2,000	2,000	-
	01-050-000-0000-6332	12,200	12,200	12,200	-
	Wellness Conference	1,000	1,000	1,000	-
	01-050-050-0000-6332	1,000	1,000	1,000	-
Total- Employee Relations	01-050-XXX-0000-6332	13,200	13,200	13,200	-
Property & Finance					
Finance					
	National GFOA Conference- Chicago, IL (OUT OF STATE) (2)	4,200	4,200	4,200	-
	National APA Congress- (OUT OF STATE)	3,000	3,000	3,000	-
	Minnesota GFOA Conference (2)	1,500	1,500	1,500	-
	MCCC Annual Conference	1,000	1,000	1,000	-
	Additional Staff Training (IFS, Year-end, OSA)	1,250	1,250	1,250	-
	Treasurer's Mid-Year Conference	750	750	750	-
	01-045.6332	11,700	11,700	11,700	-
Property Tax					
	MN Assoc. of County Officers	750	750	750	-
	MN Assoc. of County Auditors	1,600	1,000	1,000	(600)
	Tax Training /Dept. Revenue	1,500	1,000	1,000	(500)
	MCCC Conference	1,500	1,000	1,000	(500)
	Staff Training	2,150	1,000	1,000	(1,150)
	01-040-040-0000-6332	7,500	4,750	4,750	(2,750)
License Centers					
	MN Assoc. of County Officers	600	600	600	-
	Deputy Registrar Annual Meeting	600	600	600	-
	Staff Training	800	800	800	-
	01-040-055-0000-6332	2,000	2,000	2,000	-
Elections & Licensing					
	MN Assoc. of County Officers	600	600	600	-
	Sec. of State Training	600	600	600	-
	Staff Training	600	600	600	-
	01-040-065-0000-6332	1,800	1,800	1,800	-
County Assessor					
	MAAO Fall Conference	1,250	1,250	1,250	-
	MAAO Seminars	1,500	1,500	1,500	-
	CLE Seminars	750	750	750	-
	MCCC Annual Conference	1,500	1,500	1,500	-
	MAAP Training	200	200	200	-
	Appraisal Training	4,000	4,000	4,000	-
	01-047.6332	9,200	9,200	9,200	-
Land Records and Vitals					
	MN Association of County Officers	2,000	2,000	2,000	-
	PRIA National Conference- (OUT OF STATE) (2)	4,000	4,000	4,000	-
	Recorder's Conference	2,000	2,000	2,000	-
	Examiner of Titles Training	500	500	500	-
	MCRA Conference (Vitals)	300	300	300	-
	Staff Training	1,000	1,000	1,000	-
	01-100.6332	9,800	9,800	9,800	-
Total- Property & Finance		42,000	39,250	39,250	(2,750)
Public Works - Road & Bridge Administration					
	MCEA Institute	850	850	850	-
	Highway Accountants Conference (2)	1,150	1,150	1,150	-
	AMC Annual Conference	550	550	550	-
	NACE Annual Conference (TBD) OUT OF STATE	2,400	2,400	2,400	-
	MTA Fly In (Washington DC) OUT OF STATE	1,300	1,300	1,300	-
	MTA Annual Meeting	100	100	100	-
	SWCTC Fly-In (Washington DC) OUT OF STATE (2)	-	-	-	-
	DC Congressional Visit - 212 OUT OF STATE	1,000	2,000	2,000	1,000
	MAPA (MN Asphalt Pavement Assoc.)	100	100	100	-
	PM Web Users Conference OUT OF STATE	2,000	1,000	1,000	(1,000)
	Miscellaneous	500	500	500	-
	03-301-000-0000-6332	9,950	9,950	9,950	-
Asset & Performance Mgmt.					
	MN GISLIS Conference	2,225	2,500	2,500	275
	ESRI User Conference (San Diego) OUT OF STATE	1,600	1,600	1,600	-
	Transportation Research Board National Conference OUT OF STATE	2,100	-	-	(2,100)
	GIS Transportation Asset Management Conference	1,000	2,500	2,500	1,500
	iAM North American Conference OUT OF STATE	2,500	2,500	2,500	-
	Cartograph Conference (Colorado) OUT OF STATE (3)	4,700	5,000	5,000	300
	Leadership Training	-	-	-	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2021**

as of 7/15/20

DIVISION - DEPT.	DESCRIPTION	2020	2021	2021	Inc./Dec
		Adopted	Requested	Recommended	
	Drone Training & Testing	1,600	1,000	1,000	(600)
	03-302-000-0000-6332	15,725	15,100	15,100	(625)
Program Delivery					
	MCEA Institute	3,400	3,400	3,400	-
	MCEA Summer Conference	650	650	650	-
	MSPS Conference	950	950	950	-
	MSPS Winter Conference	300	300	300	-
	MACS Seminars	300	300	300	-
	GIS Seminars	400	400	400	-
	MN-Dot Survey Technical Conference	1,050	1,400	1,400	350
	Frontier Precision	1,000	1,000	1,000	-
	CTC AutoCad	3,000	2,000	2,000	(1,000)
	MN Transportation Conference	1,500	1,500	1,500	-
	Toward Zero Deaths Conference	800	800	800	-
	MN-Dot and U of M certificates	5,100	14,945	14,945	9,845
	MN-Dot and U of M re-certificates	7,050	2,085	2,085	(4,965)
	HECRAS Training	1,500	-	-	(1,500)
	MN-Dot R-O-W Conference	1,000	1,000	1,000	-
	Project Management Training	1,000	3,000	3,000	2,000
	Project Management Institute Days Conference	1,700	2,500	2,500	800
	NACE Annual Conference (TBD) OUT OF STATE	2,400	2,600	2,600	200
	ATTSA How To Conference OUT OF STATE	1,200	500	500	(700)
	IMSA TS Tech 2-year Re-certification	1,400	5,000	5,000	3,600
	IMSA Signs and Marking Tech 2 year Re-certification	1,400	-	-	(1,400)
	MN-Dot Pavement Marking Design &App (every other year)	350	-	-	(350)
	MN-Dot TS Design (every other year)	700	-	-	(700)
	MN-Dot Signal & Lighting Certification	350	-	-	(350)
	MN APA Conference & Workshop	500	500	500	-
	Miscellaneous	-	170	170	170
	03-303-000-0000-6332	39,000	45,000	45,000	6,000
Highway Operations					
	Equipment Training, Pesticide	4,000	810	810	(3,190)
	Safety Conference	-	250	250	250
	Wellness Conference / Training	-	300	300	300
	Equipment Training	-	150	150	150
	Snow Rodeo	-	500	500	500
	APWA Snow Conference, (out of state)	4,500	-	-	(4,500)
	APWA National Conference, (out of state)	3,000	-	-	(3,000)
	U of W Snow and Ice Management (out of state)	-	2,000	2,000	2,000
	Fleet National Conference (out of state)	3,000	-	-	(3,000)
	Asset Works Academy (2 staff) (out of state)	4,500	4,500	4,500	-
	Miscellaneous	-	490	490	490
	03-304-000-0000-6332	19,000	9,000	8,510	(10,490)
Equipment Operations					
	Hydraulic, Electrical, & Welding Training	2,000	2,000	2,000	-
	Mack Class OUT OF STATE	5,500	5,500	5,500	-
	03-306-000-0000-6332	7,500	7,500	7,500	-
Total- Public Works	03-XXX-XXX-XXXX-6332	91,175	86,550	86,060	(5,115)
Public Works - Parks					
	MRPA Annual Conference	1,400	1,500	1,500	100
	MN Shade Tree Short	-	100	100	100
	MRPA Seminars	-	100	100	100
	Park Supervisor Seminars	-	100	100	100
	National Park Institute (Out of State)	2,300	2,500	2,500	200
	Outdoor Recreation Curriculum Standards	-	500	500	500
	Miscellaneous	1,300	200	200	(1,100)
Total- Parks	01-520-000-0000-6332	5,000	5,000	5,000	-
Sheriff's Office					
Administrative Services Unit		20,000	20,000	20,000	-
	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	9,000	-
	Jail Training-Conf, Mgmt. Training, etc.				
	From SS Other				
Operation Services Unit		10,005	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		59,375	59,375	59,375	-
	ATV				
	Civil Process				
	Conceal and Carry				
	Warrants				
	Dive Team				
	Community Service Officers (CSO)				
	Court/Bailiffs				
	Reserves				
	Volunteer Services- Chaplain				

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2021**

as of 7/15/20

DIVISION - DEPT.	DESCRIPTION	2020	2021	2021	Inc./Dec
		Adopted	Requested	Recommended	
	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	98,380	98,380	98,380	-
Emergency Management Unit	AMEM Emergency Management Conference Governor's Emergency Mgmt. Conf. Emergency Management Training Hazardous Materials Training 01-201-280-0000-6332	3,900 1,000 1,000 2,600 8,500	3,900 1,000 1,000 2,600 8,500	3,900 1,000 1,000 2,600 8,500	- - - - -
Conceal & Carry	Conceal & Carry- reserve fund 02-202-000-0000-6332	1,700 1,700	1,700 1,700	1,700 1,700	- -
Reserves-	Reserves 02-204-000-0000-6332	1,000 1,000	1,000 1,000	1,000 1,000	- -
Explorers	Explorers 02-205-000-0000-6332	2,750 2,750	2,750 2,750	2,750 2,750	- -
Posse	Posse Training 02-203-000-0000-6332	3,750 3,750	3,750 3,750	3,750 3,750	- -
Communications	Communications 01-201-240-0000-6332	637 637	637 637	637 637	- -
911 Communication	Communications APCO/NENA MSA State Conference-(6) 02-911-000-0000-6332	4,200 3,480 7,680	4,200 3,480 7,680	4,200 3,480 7,680	- - -
Total- Sheriff	01-201-XXX-XXXX-6332	124,397	124,397	124,397	-
Health & Human Services- Social Services	National Youth Conference - Out of State Workforce Conference, NAWB - Out of State National Eligibility Workers Assoc Conf - Out of State National Child Support Assoc Conf Out of State National Child Support Assoc Conf - Out of State - County Attorney National Human Services Conference - Out of State APHSA & Local Retreat - Probert National Association of Welfare Research - Out of State - NAWRS President/Funded NASTA/SNAP National Conference - Out of State National Human Services Conference - Out of State - Franks International Signs of Safety Gathering - Out of State Equity Summit - Out of State International Conference on Child & Family Maltreatment - Out of State CWLA National Conference - Out of State National Adult Protective Services Association Conference - Out of State National Criminal Justice Training Center Training - Out of State National Association of Suicidology - Out of State NSPL Conference - Out of State National Council of Behavioral Health (NATCON) - Out of State Credible Conference - Out of State Conferences within State 11-XXX-XXX-XXXX-6332	1,800 1,800 4,800 1,800 1,800 1,500 - - - 3,500 - 2,000 2,000 2,000 3,600 - - - - 4,764 66,673 96,037	1,800 900 2,800 1,800 1,800 2,000 - 600 1,500 3,500 2,000 2,000 - - 2,500 5,250 3,000 2,000 4,000 57,605 95,055	1,800 900 2,800 1,800 1,800 2,000 - 600 1,500 3,500 2,000 2,000 - - 2,500 5,250 3,000 2,000 4,000 57,605 95,055	- (900) (2,000) - - 500 - 600 1,500 - 2,000 - - (3,600) 2,500 5,250 3,000 2,000 (764) (9,068) (982)
Public Health					
Public Health Department - Leadership					
Public Health Nursing Unit	TB Clinical Intensive Conference - Out of State Family Home Visiting National Conference - Out of State Vaccinology Research Conference - Out of State	3,500 3,500 3,500	4,000 4,500 4,000	4,000 4,500 4,000	500 1,000 500
Planning & Promotion Unit	NACCHO Emergency Preparedness Conference - Out of State NACCHO/APHA Annual Conference - Out of State GIS Conference & Training - Out of State Conferences within State 11-460-XXX-XXXX-6332	3,500 3,500 3,500 15,050 36,050	5,542 - - 6,902 24,944	5,542 - - 6,902 24,944	2,042 (3,500) (3,500) (8,148) (11,106)
Total- Health & Human Services	11-XXX-XXX-XXXX-6332	132,087	119,999	119,999	(12,088)
County Totals		576,334	573,926	573,436	(2,898)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Regional Rail Authority Preliminary 2021 Levy and Budget

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="9/1/2020"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Property & Finance Director"/>	Item Type: <input type="text" value="Ditch/Rail Authority"/>
Amount of Time Requested: <input type="text" value="5"/> minutes Presenter: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Director/County En"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

The Administrator's Recommended 2021 Carver County Regional Rail Authority ("CCRRA") Levy is \$173,000 which is a \$3k(1.7%) increase from 2020. The preliminary 2021 Rail Authority Budget includes a recommended 0.5 FTE to assist with day to day operations, maintenance and stewardship of trails including mowing, weed control, tree trimming, debris and trash removal, drainage corrections, etc. The \$44k cost to add a 0.5 FTE will be entirely offset by reducing annual CCRRA capital projects by a corresponding amount.

ACTION REQUESTED:

Motion to approve setting the CCRRA's 2021 preliminary tax levy of \$173,000 and 2021 Budget of \$175,000.

FISCAL IMPACT: <input type="text" value="Other"/> <p><i>If "Other", specify:</i> <input type="text" value="see comments below"/></p>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="Increase budgeted staff"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

A 2021 CCRRA preliminary tax levy of \$173,000 will have no tax impact on the County's average value home. The County's 2021 preliminary levy is similarly recommended to increase by 1.7% and will also not have an impact on the average value home.

Office use only:

RBA 2020 - 7081