



Carver County Board of Commissioners
 September 3, 2013
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

| | | PAGE |
|-----------|--|------------|
| 9:00 a.m. | 1. a) CONVENE b) Pledge of allegiance c) Public comments - <i>Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.</i> | |
| | 2. Agenda review and adoption | |
| | 3. Approve minutes of August 27, 2013 Regular Session..... | 1-3 |
| | 4. Community Announcements | |
| 9:10 a.m. | 5. CONSENT AGENDA <i>Communities: Create and maintain safe, healthy and livable communities</i> 5.1 Resolution to approve Carver County Right of Way Plat 21 for the Southwest Reconnection Project..... | 4-5 |
| | <i>Connections: Develop strong public partnerships and connect people to services and information</i> 5.2 Approval of the use of BB Guns for Boy Scout Pack 337 in Lake Minnewashta Regional Park | 6 |
| | <i>Growth: Manage the challenges and opportunities resulting from growth and development</i> 5.3 Michael Widmer - Home Occupation in a Detached Structure (PH/E) . 5.4 Amendment No. 7 to Professional Services Agreement with SEH for Carver County Highway 61/TH 101 "Y Reconstruction | 7-11 12 |
| | <i>Finances: Improve the County's financial health and economic profile</i> 5.5 Review Social Services/Commissioners Warrants | NO ATT |
| 9:10 a.m. | 8. CONNECTIONS: Develop strong public partnerships and connect people to services and information 6.1 Resolution in support of the continued operations of the Southwest Transit Service | 13-15 |
| 9:30 a.m. | 7. GROWTH: Manage the challenges and opportunities resulting from growth and development 7.1 Right-of-Way Acquisition Settlement Approval- SP 010-618-013..... | 16-17 |

- 9:30 a.m. **8. COMMUNITIES: Create and maintain safe, healthy and livable communities**
 8.1 Proclamation to Recognize National Preparedness Month, September 2013 18-19
- 9:35 a.m. **9. FINANCES: Improve the County’s financial health and economic profile**
 9.1 Approval of Carver County Community Development Agency (CDA) 2014 Final Budget -- PH/E 20-30
 9.2 Administrator's Preliminary Recommended 2014 Budget and Levy and 2015 Long Term Financial Plan..... 31-65
 9.3 Approval to set the Preliminary 2014 Carver County Water Management Organization Levy 66-67
- 10:15 a.m. **ADJOURN REGULAR SESSION AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY**
- 10:15 a.m. **10. COMMUNITIES: Create and maintain safe, healthy and livable communities**
 10.1 Approve a Preliminary 2014 Levy for the Regional Rail Authority ("CCRRA") 68-71
- 10:30 a.m. **ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY**
- 10:30 a.m. **BOARD REPORTS**
 1. Chair
 2. Board Members
 3. Administrator
 4. Adjourn

David Hemze
 County Administrator

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| UPCOMING MEETINGS |
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| September 4, 2013 | 10:30 a.m. CarverLink Light-Up Dedication, Waconia Senior High School |
| September 10, 2013 | 9:00 a.m. Work Session |
| September 17, 2013 | 2:30 p.m. Committee of the Whole |
| September 17, 2013 | 4:00 p.m. Board Meeting |
| September 24, 2013 | 9:00 a.m. Board Meeting |
| October 1, 2013 | 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 27, 2013. Chair Tim Lynch convened the session at 9:00 a.m.

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

Members absent: None

The following amendment was made to the agenda:

Add additional Mental Health Committee application to Item 8.1.

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

Ische moved, Maluchnik seconded, to approve the minutes of the August 20, 2013, Regular Session. Degler, Ische, Lynch, Maluchnik voted aye. Workman abstained as he did not attend the meeting. Motion carried.

Community announcements were made by the Board.

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

Approved the Sheriff's Office out of state request for travel/training.

Approved manure management incentive pilot program and expenditure of Water Management Organization funds.

Resolution #45-13, Right of Way Acquisition, CSAH 11, Project SP 10-611-06.

Authorized the purchase of a new Public Works mechanic service truck from Aspen Equipment, Bloomington, in the amount of \$98,808.31.

Approved charitable gambling license for Augusta Ball Club for a raffle to be held on October 5, 2013.

Approved the application of a one day to four day temporary on-sale liquor license for Augusta Ball Club, Inc. on October 5, 2013.

Approved Teamsters Non-Licensed Management Personnel and PSAP Supervisors 2012-2014 collective bargaining agreement.

Approved Teamsters Detention Sergeants 2012-2014 collective bargaining agreement.

Approved a professional services agreement with SRF Consulting Group, in the amount of \$286,661.00 pending finalization of the contract review process.

Contract with Oertel Architects for a not to exceed amount of \$27,000 subject to final approval of County Attorney/Risk Management.

Reviewed Community Social Services' actions/Commissioners' warrants in the amount of \$253,774.05.

Motion carried unanimously.

The Board acknowledged the contributions of the fire departments and recognized that the Victoria Fire Department had celebrated its 100 anniversary in July.

Maluchnik moved, Workman seconded, to issue a proclamation to recognize and honor the membership of the Victoria Fire Department on the occasion of its 100th year in service. Motion carried unanimously.

Lyndon Robjent, Public Works, requested the Board adopt a Resolution making a Negative Declaration on the need to prepare an EIS for the Southwest Reconnection Project.

He explained they had been working hard to get this project to construction next year. He pointed out the requirement for an Environmental Assessment Worksheet and indicated the document was prepared and published for public comment. He noted the comment period ended, an open house was held in June and the three public comments received were all in support of the project.

Robjent summarized the findings of fact and conclusions. He identified the comments received from the five agencies and indicated these were addressed in the findings. He explained the Board needed to decide if an Environmental Impact Statement was needed and stated his recommendation was to issue a negative declaration. He clarified if the Board passes the negative declaration it concludes the environmental review with the exception of ongoing permits.

He highlighted the ongoing archaeology study and identified the recovery area. He indicated work would begin in October and that Public Works was helping do some initial excavation. Robjent reviewed the right of way status and indicated the design plan was moving forward.

Robjent explained the cost estimate for the project and proposed funding sources. He identified the County's share and the intent to bond for the turnback share and get paid back from the State. He reviewed the project schedule and anticipated construction schedule.

Degler offered the following Resolution, seconded by Workman:

Resolution #46-13
Making a Negative Declaration on the Need for an
Environmental Impact Statement for the Proposed Southwest
Reconnection Project: Highway 61/101 Flood Mitigation Project

and authorized the Public Works Director to sign the Findings of Fact and Conclusion document. On vote taken, all voted aye.

Robgent reviewed the plan for the City of Carver's Park and Ride and CSAH 11/Ironwood Intersection Improvements. He indicated the City was awarded a federal grant and noted the City's partnership with the CDA and the County. He stated the County had to administer the federal grant and reviewed the cost share.

He explained bids were opened on August 9th and five bids were received. He stated the low bid was 11% over the engineer's estimate. Robgent indicated the City Council met and requested to rebid the work. He stated the City would be looking at reducing the scope of the building to reduce the cost.

Ische moved, Maluchnik seconded, to reject all bids for Projects SP 010-596-007 and SP 010-611-013, Minn. Project No. CMAQ 1013(158). Motion carried unanimously.

The Board considered appointments to fill vacancies on the Mental Health Advisory Committee.

Ische moved, Degler seconded, to appoint Henry Norton, Dr. Edward Tipton, Susan Kunitz, Becky Sorenson, Jill Engeswick, Benjamin Maas, and Virginia Wright to the Mental Health Advisory Committee. Motion carried unanimously.

Maluchnik moved, Workman seconded, to adjourn the Regular Session at 9:52 a.m. and go into a work session with Finance to review the Administrator's preliminary recommended 2014 budget and levy and 2015 long term financial plan. Motion carried unanimously.

David Hemze
County Administrator

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution to approve Carver County Right of Way Plat 21 for the Southwest Reconnection Project

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|---|--|
| Primary Originating Division/Dept: <input type="text" value="Public Works"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Asst. County Engineer"/> | Item Type: Consent <input type="text"/> |
| Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/> | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |

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

BACKGROUND/JUSTIFICATION:

CSAH 61 from Bluff Creek Dr on the west to the CSAH 61/Highway 101 wye on the east is scheduled for construction in the summer of 2014 as part of the Southwest Reconnection Project.

The County Surveyor has prepared Carver County Right of Way Plat 21 to simplify the writing of legal descriptions and to identify to the public the County's interest in the highway Right of Way.

ACTION REQUESTED:

Adopt a resolution to approve Carver County Right of Way Plat 21 and authorize the Chair of the County Board to sign the plat

| | |
|--|---|
| FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text"/> <input type="text"/> |
| FTE IMPACT: <input type="text" value="None"/> | Total <input type="text" value="\$0.00"/> |

Related Financial/FTE Comments:

Office use only:

RBA 2012- 2098



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: 09/03/2013

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Carver County Right of Way Plat 21

WHEREAS, Carver County will be reconstructing CSAH 61 between Bluff Creek Drive on the west and the CSAH 61/Highway 101 wye on the east, on new and existing alignments; and

WHEREAS, the County Surveyor has prepared Carver County Right of Way Plat 21 to simplify the writing of legal descriptions and to identify to the public the County's interest in the highway right of way; and

NOW, THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners approves Carver County Right of Way Plat 21 and authorizes the Chair of the County Board to sign the plat.

| YES | ABSENT | NO |
|-------|--------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

STATE OF MINNESOTA COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 3rd day of September, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 3rd day of September, 2013

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of the use of BB Guns for Boy Scout Pack 337 in Lake Minnewashta Regional Park

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| Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Sam Pertz"/> Title: <input type="text" value="Parks & Trails Supervisor"/> | 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: Connections: <input type="text" value="Develop strong public partnerships and connect people to services and information"/> | |

BACKGROUND/JUSTIFICATION:

Scout Pack 337 of the Eastern Carver County area have asked for permission from the Parks Department for the usage of BB guns in Lake Minnewashta Regional Park during their Fall Campout on September 21st, 2013.

Staff have met with the Scout leaders, identified specific area in the Park where this activity should be conducted if approved by the Board. Staff has also collected current Insurance information and documents, sending through to the Risk Management Office for their approval to allow the activity in the park.

It is further planned that the set-up of the BB gun range will allow for the collection and removal of all BB's discharged so as to leave the park in good condition. Additional, per recommendation of Risk Management Staff, all members of the Scout group are to sign a waiver & release developed by the County.

Similar requests have been approved in past by the Board for such activity in the Park areas by unique user groups.

The Park ordinance reads;

(F) *Firearms; dangerous weapons; fireworks.* It shall be unlawful for any person to have in their possession within a park, fire or discharge, or cause to be fired or discharged across, in, or into any portion of a park any gun or firearm, spear, bow and arrow, crossbow, sling shot, air or gas weapon, paintball gun or any other dangerous weapon or projectile, except for purposes designated by the Board in areas and at times designated by the Director;...

The requested purpose of the activity is to provide youth with experience and safe handling of BB guns.

ACTION REQUESTED:

Authorize the use of BB guns at Lake Minnewashta Park on September 21, 2013 by Scout Pack 337.

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| FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text" value="\$0.00"/> |
| FTE IMPACT: <input type="text" value="None"/> | Total <input type="text" value="\$0.00"/> |

Related Financial/FTE Comments:

Office use only:

RBA 2012- 2089

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Michael Widmer - Home Occupation in a Detached Structure (PH/E)

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|---|--|
| Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Land Mgmt."/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Jason Mielke"/> Title: <input type="text" value="Senior Planner"/> | 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 checked="" type="radio"/> Yes <input type="radio"/> No |

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

BACKGROUND/JUSTIFICATION:

File #PZ20130022. The Planning Commission recommended approval of Michael Widmer's request for an Interim Use Permit (IUP) for an auto repair business in an existing detached accessory structure. The business would be considered a Home Occupation involving no more than one (1) business truck and one (1) employee other than family members residing on the property. A Home Occupation is typically limited to the single family residence in the attached garage; however, as an IUP an accessory structure may be utilized as the base business activity. There would be no outside storage of business equipment or supplies. The customer parking area (for up to three spaces) would be on the south/southerly side of the detached accessory building and there would generally be no business activities after 6:00 p.m. The applicant is proposing tree plantings to provide additional landscaping/screening. MnDOT has reviewed the request and will likely require a change of use access permit for the existing driveway. The Waconia Town Board has recommended approval.

ACTION REQUESTED:

A motion to adopt findings of fact and issue Order #PZ20130022 for the issuance of an Interim Use Permit.

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| FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/> |
| FTE IMPACT: <input type="text" value="None"/> | |

Related Financial/FTE Comments:

Office use only:
 RBA 2012- 2093

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20130022

RESOLUTION #: 13-08

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

FILE #: PZ20130022

OWNER: Michael Widmer

APPLICANT: Michael Widmer

SITE ADDRESS: 10725 Hwy 284

PERMIT TYPE: Interim Use, Home Occupation in Detached Structure

PURSUANT TO: Carver County Code: Sections 152.073 & 152.082

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 09.0360700

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 20, 2013; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Mr. Widmer owns a one (1) acre parcel located in the Northwest Quarter (NW¼) of the Southwest Quarter (SW¼) of Section 36, Waconia Township. The property is improved with a house and detached accessory structure. The parcel is located in the Agricultural Zoning District and the Carver County WMO – Carver Creek watershed.
2. The applicant is requesting an Interim Use Permit (IUP) allowing for an auto repair business in the existing accessory structure. The IUP would be classified as a Home Occupation in a detached structure, pursuant to Sections 152.073(C) and 152.082(C)(4) of the Carver County Zoning Code.
3. The applicant was granted a variance (#PZ20130012) that would allow him to apply for an Interim Use Permit (IUP) in order to operate a home occupation (auto repair business) in a detached structure. The parcel is one (1) acre in size and does not meet the minimum lot size of two (2) acres as required pursuant to the Carver County Zoning Code; therefore, the variance was requested.
4. A Home Occupation is typically limited to the single family residence and the attached garage. However, as an IUP an accessory structure may be utilized as the base for business activities. The applicant has submitted a letter and operational plan outlining the proposal for his auto repair business (Widmer Repair).
5. The operation appears to meet the standards of the Zoning Code. It would be a family-run business that would utilize one pickup truck and one (1) employee (occasional helper). There are no neighboring residences within 500 feet of the operation and there would generally be no business activities after 6:00 p.m.
6. There would be no outside storage of business equipment or supplies. The customer parking area (for up to three spaces) would be on the south/southerly side of the detached accessory building. The applicant is proposing tree plantings to provide additional landscaping/screening. Pursuant to the **Carver County Zoning Code – Section 152.032** *No more than a total of two (2) unlicensed and/or inoperable motor vehicles shall be kept or stored outside a building in any district unless specifically permitted by this chapter of a CUP/IUP. On properties less than 1½ acres in size an accumulation or more than five (5) licensed vehicles located outside a building are prohibited. For the purposes of this section motor vehicles shall include, but are not limited to, cars, trucks, semi tractors and/or trailers,*

boats motorcycles and recreational vehicles, regardless of whether the vehicles has a motor. The following shall be considered to be equivalent to one unlicensed or inoperable vehicle for the purposes of this chapter: a vehicle without current registration; or a vehicle that is not functional or operable; or vehicle parts accumulations of five cubic yards. For the purpose of this IUP request, the accumulation of five (5) licensed vehicles located outside shall be identified as personal vehicles, and the business parking area for the three (3) customers (spaces) shall be identified as the IUP parking area.

7. The traffic that would be generated by the business appears to be minimal; however, the Minnesota Department of Transportation (MnDOT) is the road authority and Mr. Widmer will need to contact the MnDOT and comply with any potential access requirements they may require.
8. Metro West Inspection Services (Building Official) has reviewed the operational plan. The applicant will need to obtain a building permit for the detached accessory structure change of use.
9. Environmental Services has reviewed the operational plan. A Hazardous Waste Generator's License will be required for the business due to the types of waste, fluids, and materials managed on-site.
10. The SSTS (septic system) on the property is compliant based on the past property transfer. The Expiration of Compliance is November 4, 2013.
11. The Carver County Zoning Code requires a date or event which will terminate the use to be identified for an IUP. In this case the IUP would be specific to Michael Widmer and it would terminate at such time that he sells the property or when he no longer operates the repair business. Once the IUP expires, the building would revert to a residential accessory structure.
12. The Waconia Town Board reviewed the request for the Variance request and IUP during their November 12, 2012, meeting and has recommended approval.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the issuance of Interim Use Permit #PZ20130022 for an Auto Repair Business within an existing detached accessory structure on the land described in Exhibit "A" of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

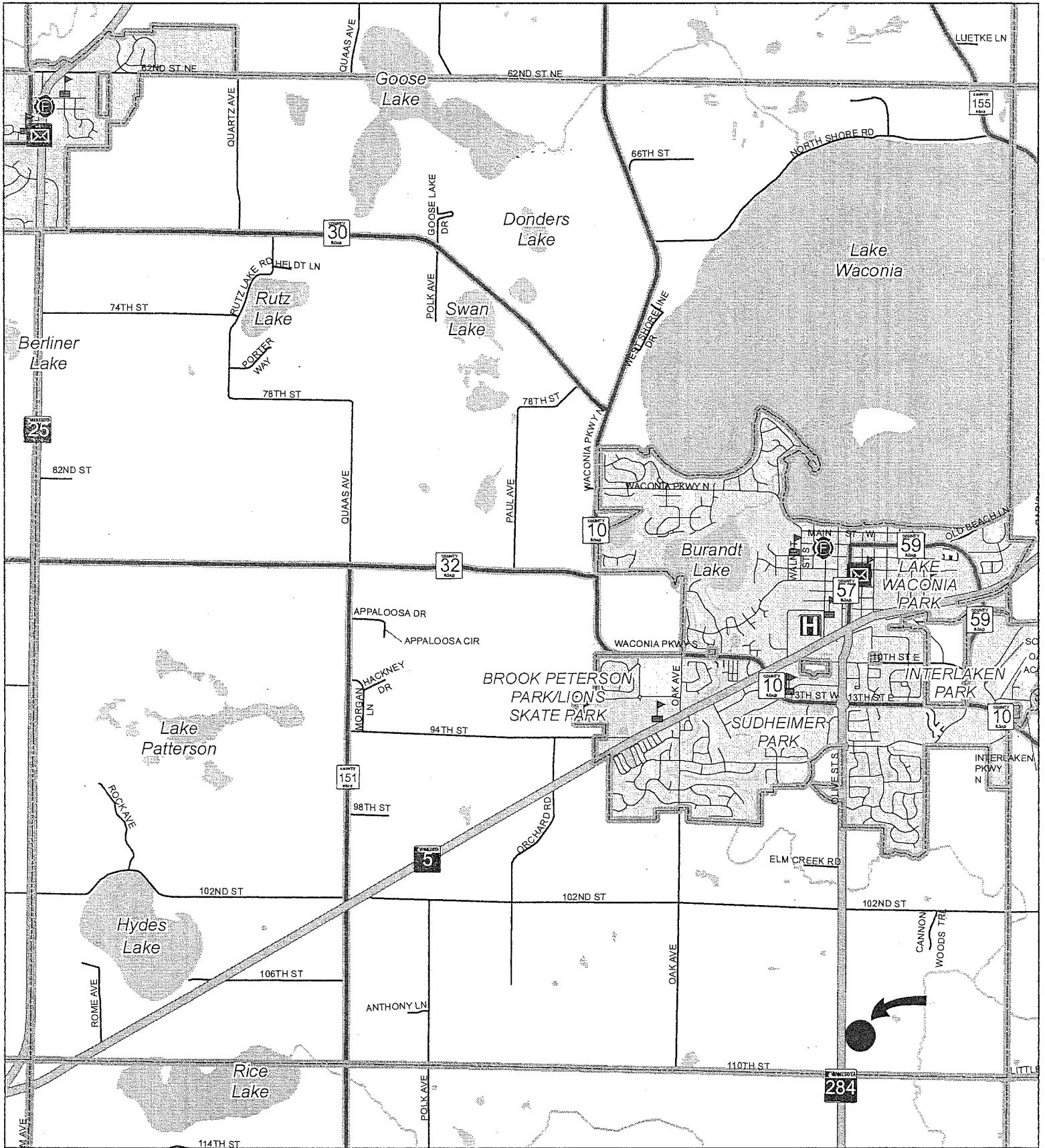
1. The permit is subject to administrative review. The Interim Use Permit (IUP) is issued to Michael Widmer and it is not transferable to another person/owner/occupant. A change in ownership or occupant(s) of the residence shall be cause for the permit to expire. Upon expiration of this permit, the building would revert to a residential accessory structure.
2. The operational plan and site plan shall be attached to and considered part of this permit. A maximum of one (1) business vehicle, stored at the site, shall be permitted. If an employee (1) is to be added in the future, the Permittee shall notify the Land Management Department immediately so a determination can be made on the need for a building permit(s).
3. The outside storage of business equipment and supplies shall not be permitted. The Permittee shall comply with Section 152.032 of the Carver County Zoning Code with regard to unlicensed/inoperable motor vehicles or accumulation of the licensed motor vehicles.
4. The Permittee shall obtain an appropriate building permit(s) for the change of use for the detached accessory structure. An appropriate building permit must be obtained for a flammable waste trap, as determined by the County's Building Official.
5. The Permittee shall obtain the appropriate MnDOT access permit(s) for the change of use.

6. The Permittee shall contact the Environmental Services Department to obtain a Hazardous Waste Generator's License for the business upon the commencement of operations.
7. The Permittee shall submit a Certificate of Workers' Compensation Insurance and/or proper affidavit to the Land Management Department.

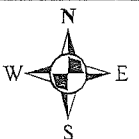
ADOPTED by the Carver County Planning Commission this 20th day of August, 2013.

John P. Fahey
Planning Commission Chair

WACONIA TOWNSHIP



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



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment No. 7 to Professional Services Agreement with SEH for Carver County Highway 61/TH 101 "Y Reconstruction

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| Primary Originating Division/Dept: <input type="text" value="Public Works"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="PW Director/County Engineer"/> | Item Type: Consent <input type="text"/> |
| 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="Growth: Manage the challenges and opportunities resulting from growth and development"/> | |

BACKGROUND/JUSTIFICATION:

As the final design continues on the CSAH 61/101 turnback project (aka the Southwest Reconnection Project), there have been refinements related to the archaeological investigation and right of way acquisition services. In addition the county is seeking additional state funds for the project and SEH will assist in that effort.

Archaeological Investigation: additional investigation work was conducted this summer that resulted in the site area expanding considerably beyond what was known last winter when the scope for Phase 3 Cultural Resources Study was developed. This includes areas that are currently in wetlands that will require dewatering (\$31,125).

Right of Way Services: SEH is providing survey assistance during the ROW process. This includes special surveys that were not part of the final design survey task (\$5,750).

Legislative Assistance: The County has submitted a State Bonding request for \$16,500,000 to the Minnesota Management and Budget Office to reduce the financial burden to the County for the project. The \$16,500,000 should be funded by the County Turnback Fund (a portion of the proceeds from gas tax, sales tax on motor vehicles, license tab fees etc), however, there is no funding currently available due to a backlog of turnback projects. To that end the County is required to upfront the money and wait to be paid back by the turnback fund in the future. This will require the County to bond for the project. SEH will provide legislative assistance before and during the 2014 Legislative Session through Gary Lamma of Community Resource Development. There is no additional cost to the project or the County for this service.

ACTION REQUESTED:

Approve Amendment #7 to Contract #12-050 with SHORT ELLIOTT HENDRICKSON INC for \$36,875.00 pending finalization of the contract review process.

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| FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text" value="\$36,875.00"/> |
| FTE IMPACT: <input type="text" value="None"/> | Total <input type="text" value="\$36,875.00"/> |

Related Financial/FTE Comments:

The County will pay the professional services fees and get partially reimbursed by the County Turnback Fund. The County Board approved \$3,000,000 of 2011 Y.E.S. funds and \$1,000,000 in 2012 Y.E.S. funds for the 101 Bridge & 61 Y project. This will be the funding source for the County's portion of the professional services fees.

Office use only:

RBA 2012- 2097

Carver County Board of Commissioners Request for Board Action



Agenda Item:

A Resolution in Support of the Continued Operations of Southwest Transit Service

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| Primary Originating Division/Dept: <input type="text" value="Public Works"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Director"/> | Item Type: <input type="text" value="Regular Session"/> |
| Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Len Simich & Lyndon Robjent"/> Title: <input type="text" value="SWT Director"/> | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/> | |

BACKGROUND/JUSTIFICATION:

The Metropolitan Council is currently studying future Bus Rapid Transit (BRT) corridors in the Twin Cities. TH 212 and TH 169 are two of the corridors under study. Implementation of BRT as well as the new Green Line LRT service proposed to connect Eden Prairie to Minneapolis and St Paul will have a direct effect on Southwest Transit operations in the County.

As part of this resolution, SouthWest Transit we will be asking the County to support SouthWest Transit's future role in providing transit services to Carver County, and outline under what circumstance they would allow LRT access into their SouthWest Station site in Eden Prairie.

ACTION REQUESTED:

Adopt a Resolution in Support of the Continued Operations of Southwest Transit Service, and Opposing any actions of the Metropolitan Council that would make Southwest Transit Service Obsolete.

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| FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/> |
| FTE IMPACT: <input type="text" value="None"/> | |
| Related Financial/FTE Comments: <input type="text"/> | |

Office use only:

RBA 2012- 2102

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

Date _____ Resolution No _____
Motion by Commissioner _____ Seconded by Commissioner _____

A Resolution in Support of the Continued Operations of Southwest Transit Service,
and Opposing any actions of the Metropolitan Council that would make
Southwest Transit Service Obsolete

WHEREAS, the County of Carver is a supporter of the Southwest Transit Commission, and has been since 1986, and;

WHEREAS, the founding Cities of Chaska and Chanhassen, and Eden Prairie entered into the Southwest Transit Commission, opting out of the Metropolitan Council's Transit services in 1986 because they were not getting the level of service needed in the Southwest Metropolitan Area to support its growing population, and;

WHEREAS, the establishment of the Southwest Transit Commission provided eastern Carver County with the opportunity to have local control over the operations of the transit service serving their communities, and;

WHEREAS, since commencing its operations, Southwest Transit has consistently exceeded operational expectations, and has won several national awards recognizing its quality of service, innovation and efficiency, and;

WHEREAS, the Metropolitan Council has been having discussions recently about the desire to expand Bus Rapid Transit (BRT) service down the Highway 212 corridor into Southwest Transit's current operating area within Carver County, and;

WHEREAS, the Southwest Transit Commission, its founding cities, and the County of Carver believe that the BRT service being proposed by the Metropolitan Council, would duplicate the services already provided by Southwest Transit, and could potentially make Southwest Transit services obsolete if implemented, and;

WHEREAS, the Southwest Transit Commission, its founding cities, and the County of Carver would desire to keep Southwest Transit services for its riders and constituents relevant, and keep local control over decisions made for transit in our area, and;

WHEREAS, the County of Carver would oppose any action by the Metropolitan Council that would extend BRT or other regular route transit services where Southwest Transit services are already provided, or to cities west of Southwest Transit's current service area, unless the Southwest Transit was the operator of the service and;

WHEREAS, the Southwest Transit Coalition and the County of Carver would desire to have the Metropolitan Council and Southwest Transit partner to allow transit services provided by

Southwest Transit, and future LRT services, to complement each other and not negatively affect the transit services that already exist,

NOW THEREFORE BE IT RESOVED, that the County of Carver pass this resolution opposing action by the Metropolitan Council to extend Bus Rapid Transit services down the 212 corridor, or to provide transit services to cities west of SouthWest Transit’s current service area unless it were to be operated by Southwest Transit, and;

Supports seeking cooperative arrangements between Southwest Transit and Metropolitan Council in order for services provided by each entity to complement each other, including:

- All estimated parking needed for expanded transit services within the Southwest Transit service area must be accounted for separately from the parking needed for SouthWest Transit current and future bus operations; and
- SouthWest Transit will remain the principal branding on all SouthWest Transit facilities including, without limitation, SouthWest Station in Eden Prairie, SouthWest Village and Chanhassen Station in Chanhassen, and East Creek Station in Chaska; and
- SouthWest Transit shall be guaranteed that all non-LRT and ADA transit in its defined service area will fall under its control and that adequate funding shall be allocated to Southwest Transit in order for it to meet rider demands related to these services as well as expanded transit services cities west of SouthWest Transit’s current service area.
- That Southwest Transit be included in any expansion and operation of future service bus transit along TH169 in southeastern Eden Prairie.

| Yes | Absent | No |
|-------|--------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

STATE OF MINNESOTA
 COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 3rd day of September, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

 County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Right-of-Way Acquisition Settlement Approval- SP 010-618-013

| | |
|---|--|
| Primary Originating Division/Dept: <input type="text" value="Public Works"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Asst. County Engineer"/> | Item Type: <input type="text" value="Regular Session"/> |
| Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/> | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |

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

BACKGROUND/JUSTIFICATION:

CSAH 18 is being reconstructed from Audubon Road to CSAH 17, (Powers Blvd). Additional right of way is needed to complete this project. A settlement between the County and Dr. Stuart B. Baker and Sandra J. Schmitt, husband & wife, has been reached to acquire the necessary right of way along their property.

ACTION REQUESTED:

Adopt a resolution to accept the settlement between the County and Dr. Stuart B. Baker and Sandra J. Schmitt, husband & wife and authorize Public Works Division to pay the property owners the agreed upon amount.

| | | | | | |
|--|---|----------------|-------------|--------------|--------------------|
| FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text"/> | | | | |
| FTE IMPACT: <input type="text" value="None"/> | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">CSAH (Gas Tax)</td> <td style="text-align: right;">\$46,700.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$46,700.00</td> </tr> </table> | CSAH (Gas Tax) | \$46,700.00 | Total | \$46,700.00 |
| CSAH (Gas Tax) | \$46,700.00 | | | | |
| Total | \$46,700.00 | | | | |

Related Financial/FTE Comments:

Office use only:

RBA 2012- 2099

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

Date: September 3, 2013
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

Right of Way Acquisition – CSAH 18 – Project SP 010-618-013

WHEREAS, the County desires to complete the reconstruction of a portion of County Road 18, and

Whereas, reconstruction of County Road 18 is necessary to provide roadway improvements for the safety of the traveling public, and

Whereas, the County needs to acquire property interests over certain lands to provide for said County Road 18 reconstruction, and

Whereas, a settlement has been negotiated with the property owners, Sandra J. Schmitt and Stuart B Baker on Parcel 12 of Right of Way Plat 21.

BE IT RESOLVED, that the Carver County Board of Commissioners accept the settlement negotiated with Sandra J. Schmitt and Stuart B Baker for the CSAH 18 reconstruction (SP-010-618-013).

| 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 3rd day of September, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 3rd day of September, 2013.

Dave Hemze County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Proclamation to Recognize National Preparedness Month, September 2013

| | |
|--|--|
| Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Public Health"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Marcee Shaughnessy"/> Title: <input type="text" value="Public Health Department M..."/> | Item Type: <input type="text" value="Regular Session"/> |
| Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Randy Wolf"/> Title: <input type="text" value="Public Health & Environment D..."/> | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Carver County Board of Commissioners acknowledges the month of September 2013 as “National Preparedness Month” in Carver County (see attached Proclamation).

National Preparedness Month was created by the Federal Emergency Management Agency (FEMA) in response to the tragic events of September 11, 2001, to educate the public on how to prepare for and respond to all types of emergencies, including natural disasters and potential terrorist attacks. The theme of National Preparedness Month 2013 is “You can be the Hero”. Preparedness is a shared responsibility; it takes a whole community. All month long, the FEMA *ReadyCarver* campaign and our own *ReadyCarver* campaign will focus on turning awareness into action, by encouraging all individuals and communities to make an emergency preparedness plan.

ACTION REQUESTED:

Adopt the attached proclamation.

| | |
|--|---|
| FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text"/> <input type="text"/> Total \$0.00 |
| FTE IMPACT: <input type="text" value="None"/> | |

Related Financial/FTE Comments:

Office use only:

RBA 2012- 2101



PROCLAMATION

National Preparedness Month, September 2013

WHEREAS, "National Preparedness Month" creates an important opportunity for every resident of Carver County to prepare their homes, businesses, and communities for any type of emergency including natural disasters and potential terrorist attacks; and

WHEREAS, investing in the preparedness of ourselves, our families, businesses, and communities can reduce fatalities and economic devastation in our communities and in our nation; and

WHEREAS, the Federal Emergency Management Agency's *Ready* campaign, Citizen Corps, and other federal, state, local, tribal, territorial, private, and volunteer agencies are working to increase public activities in preparing for emergencies and to educate individuals on how to take action; and

WHEREAS, emergency preparedness is the responsibility of every citizen of Carver County and all citizens are urged to make preparedness a priority and work together as a team to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type; and

WHEREAS, all citizens of Carver County are encouraged to participate in citizen preparedness activities and asked to visit the *ReadyCarver* websites at ReadyCarver.org or ListoCarver.org (in Spanish), as well as the FEMA websites of the *Ready* campaign at Ready.gov or Listo.gov (in Spanish) and become more prepared.

THEREFORE, BE IT RESOLVED, that the Carver County Board of Commissioners hereby proclaims **September 2013 as National Preparedness Month**, and encourages all citizens and businesses to develop their own emergency preparedness plan, and work together toward creating a more prepared society.

Carver County Board of Commissioners

Tim Lynch, Chair
James Ische, Vice Chair
Gayle Degler
Tom Workman
Randy Maluchnik

Carver County Board Chair

September 3, 2013

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Carver County Community Development Agency (CDA) 2014 Final Budget -- PH/E

| | |
|---|--|
| Primary Originating Division/Dept: <input type="text" value="Public Health & Environment"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Randy Wolf"/> Title: <input type="text" value="Director Public Health and En..."/> | Item Type: <input type="text" value="Regular Session"/> |
| Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="Julie Frick"/> Title: <input type="text" value="Executive Director"/> | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |

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

BACKGROUND/JUSTIFICATION:

The purpose of this Request for Board Action (RBA) is to request a levy of \$1,850,205 for the 2014 budget which reduces the impact on a \$263,000 home by \$1.03. The overall budget is \$9,247,973.

The Carver County Community Development Agency (CDA) administers a variety of rental housing programs in Carver County that assist households with various affordable housing options.

The Carver County CDA also provides Economic Development Services to cities as requested, the CDA has partnered with the Metropolitan Consortium of Community Developers (MCCD) Open to Business Program and also partners with other funding options for businesses.

The Carver County CDA presented its proposed 2014 budget and tax levy at the August 13, 2014 Budget Work Session.

Please see the attachments which include the 2014 Budget Resolution, 2014 Budget Narrative and the 2014 Budget Summary.

ACTION REQUESTED:

Resolution approving the 2014 proposed budget and payable 2014 tax levy of the Carver County Community Development Agency and certifying said levy to the County Auditor.

| | | | | | | | |
|---|---|---------|----------------|--------------|----------------|--------------|-----------------------|
| FISCAL IMPACT: <input type="text" value="Other"/> If "Other", specify: <input type="text" value="Seperate Special Benefit Tax Levy"/> | FUNDING County Dollars = <input type="text"/> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 70%;">Revenue</td> <td style="width: 30%; text-align: right;">\$7,397,768.00</td> </tr> <tr> <td>Levy Dollars</td> <td style="text-align: right;">\$1,850,205.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$9,247,973.00</td> </tr> </table> | Revenue | \$7,397,768.00 | Levy Dollars | \$1,850,205.00 | Total | \$9,247,973.00 |
| Revenue | \$7,397,768.00 | | | | | | |
| Levy Dollars | \$1,850,205.00 | | | | | | |
| Total | \$9,247,973.00 | | | | | | |
| FTE IMPACT: <input type="text" value="None"/> | | | | | | | |

Related Financial/FTE Comments:
 The CDA's special benefit tax levy is spread upon all property within Carver County and is completely separate from the County's property tax levy. The proposed 2014 CDA special benefit tax levy will have a decrease of \$1.03 on the average valued home in Carver County.

Office use only:
 RBA 2012- 2088

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

Date _____ **Resolution No.** _____

Motion by _____

Seconded by _____

**RESOLUTION APPROVING THE 2014 PROPOSED BUDGET AND PAYABLE 2014
TAX LEVY OF THE CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY
AND CERTIFYING SAID LEVY TO THE COUNTY AUDITOR**

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

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

WHEREAS, the Agency has by resolution duly approved and adopted its 2014 budget and levied the special benefits tax, payable 2014, subject to the approval of the Carver County Board of Commissioners (the “Carver County Board”); and

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

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

1. The County has previously approved the levy by the Authority for taxable year 2011 and any subsequent years of taxes upon the taxable property in the County in amounts pledged by the Authority to pay debt service with respect to its outstanding housing development bonds. In addition, the County hereby approves the levy by the Authority for taxable year 2014 of taxes upon the taxable property in the County in the amounts specified for purposes other than such debt service in the Authority’s annual budget upon the taxable property in the County.
 2. The Authority’s requested levy of \$1,850,205 for taxes payable 2014 is hereby certified to the County Auditor.
 3. A copy of this Resolution shall be furnished to the Authority through its Executive Director by the County Administrator.
-

YES

NO

ABSENT

=====

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 3rd day of September, 2013, now on file in the Administration Office, and have found the same to be a true and correct copy thereof.

Dated this 3rd day of September, 2013.

David Hemze
David Hemze, County Administrator

Carver County Community Development Agency

Board Members: Cindy Monroe – Chair, Sarah Carlson – Vice Chair, Michael Schachterle – Secretary/Treasurer, LaVonne Kroells and Darrel Sudheimer

Mission Statement:

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

Vision:

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

Values:

Commitment to Quality Results

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

Quality Customer Service

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

Commitment to Our Employees

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

Partnering

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

Integrity

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

2014 Budget Narrative

For the 2014 budget, the Carver County Community Development Agency (CDA) is requesting a levy of \$1,850,205 which reduces the impact on a \$263,000 home by \$1.03.

Rental Housing Programs

The CDA administers a variety of housing programs in Carver County that assist households with various affordable housing options. The following is a summary of the major rental programs:

Public Housing - The CDA owns and operates a Federally subsidized Public Housing Rental Program that consists of 81 units scattered thru-out the county that range from apartment style units to single family homes. This program is for households at or below 80% of Area Median Income (\$45,100 for 1 person).

The CDA administers a variety of smaller rental assistance programs with funding provided through a variety of agencies that include HUD, the State of MN and Minnesota Housing. These programs are offered in collaboration with the First Street Center/Mental Health Department and The Carver-Scott Educational Cooperative's New Beginnings Program.

The CDA owns four rental developments within the county that consist of affordable, work force housing; over 220 units that range from efficiency type units to three-bedroom townhomes.

Senior Housing - The CDA also owns over 300 units of 55+ housing for seniors looking to down size into a more manageable housing unit in a senior, socially active community.

Housing Counseling – Rental counseling, pre-purchase counseling, foreclosure counseling and post-purchase counseling are services offered to Carver County residents seeking assistance with their housing needs. The CDA is also a part of the Minnesota Homeownership network in order to stay connected with the ever changing landscape of housing counseling.

CDA Economic and Community Development Programs

The CDA oversees a variety of Federal and State programs including the Small Cities Development Program, the Minnesota Housing Finance Agency Programs, Livable Communities Demonstration Account Program grants through the Metropolitan Council and other grants that are awarded to the CDA at various times.

The CDA has a partnership with the Carver County Department of Public Health and Environmental Services Departments to process applications, administer low interest loan funds, and apply special assessments to properties for homeowners that replace Individual Sewage Treatment Systems (ISTS) throughout Carver County.

The CDA actively works with Carver County cities, Chambers of Commerce and local businesses to promote Carver County as a prospective place to locate their business.

The CDA provides technical assistance to cities and their businesses with expansion plans; and to develop funds for development and redevelopment projects.

The CDA operates the CDA Business Loan Fund (BLF) and makes loans for commercial/industrial companies that are eligible. The main focus of the BLF is job creation and redevelopment and/or expansion of business properties. The CDA typically requires a minimum 50% bank or private financing, a minimum of 10% equity from the borrower, and will be subordinate to the local bank. The CDA BLF primarily serves as “gap financing” and requires participation from other parties.

The CDA actively looks for properties and development sites in the County to develop new senior and affordable workforce rental housing to meet the housing demand outlined in the Carver County 2030 Comprehensive Plan.

2013 Major Accomplishments & Challenges

The CDA administers the Minnesota City Participation Program (MCP) offered through the Minnesota Housing Finance Agency. The MCP program is designed to assist first time homebuyers in Carver County obtain affordable financing to purchase a home. The 2013 MCP program year has been a resounding success to date and is proving the housing market is coming back.

MCP results as of 7-17-13:

- Carver County 2013 Allocation Amount: \$1,499,095
- Committed Loans: 23
- Committed Amount: \$3,167,188
- Overallotment for Carver County: \$1,668,093 (211.27% usage rate)

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

The Open to Business program, in operation for almost 9 months, has had the following activity through June 2013:

Clients Served: 31 (11 are new entrepreneurs; 12 are existing businesses; 8 are inquiries that are in process who have requested information)

Industry Segment: Retail: 8; Service: 9; Food: 4; Manufacturing: 2
Financing Provided: 3; Total Amount: \$62,000

Financing Requests in Process: 5; Total Request = \$577,000; MCCD Portion= \$120,000; CDA Portion=\$100,000

Client Location by City:

| | | | |
|---------|---|-----------|---|
| Carver | 1 | Chanhasen | 6 |
| Chaska | 6 | Mayer | 1 |
| NYA | 2 | Victoria | 3 |
| Waconia | 2 | Watertown | 2 |

City of Chaska:

The Carver County CDA and the City of Chaska are working closely together on developing ready to build sites for new data centers. The recently developed and constructed 250,000 sq. ft. United Health Care data center has placed the City of Chaska high in the ranking in Minnesota with larger companies seeking to build data centers. The CDA is currently working with the City, Greater MSP Economic Development Partnership, DEED and commercial real estate brokers and data center developers to enhance the viability, visibility, and marketability of developing additional data centers in Chaska. Chaska is a strong candidate and is currently the most competitive site location in Carver County due to the fact is has its own City utility, allowing it to negotiate rates up front and be more cost competitive for the long run. In addition, it is located along Highway 212 and the brand new extended and enhanced County Road 10 with a newly installed Carver County Fiber Ring and a newly developed City of Chaska substation uniquely developed to serve additional growth and data centers in the vicinity.

Stream Data of Dallas, Texas began construction in early July of their 85,000 sq. ft. first phase \$35 million dollar data center in Chaska at West Creek Corporate Center. In addition, in June the State DEED approved a \$257,929 BDPI (Business Development Public Infrastructure) grant to the City of Chaska to support the data center development. The State DEED BDPI grant program purpose is to help stimulate publicly owned infrastructure that supports new economic development projects that create jobs and add to the tax base. Specifically, the grant is paying for the following project elements:

- City Storm Sewer \$134,259
 - Water Service Loop \$117,270
 - Driveway Connections \$ 2,400
to West Creek Lane
 - ADA Ramps for Sidewalks \$ 4,000
- TOTAL: \$257,929

CDA staff wrote this grant on behalf of the City of Chaska.

The City of Chaska has been working with CDA staff and Greater MSP staff to develop an expansion of a major medical company that is looking to expand its operations, which includes up to 190 high paying medical technology jobs. The City, CDA, and Greater MSP are currently under a signed non-disclosure agreement which prevents staff from sharing the identity of the company. However, this is expected to be lifted by the company in the near future.

This expansion project has been spearheaded by Greater MSP staff in conjunction with a team that consists of staff from the City of Chaska, CDA, State DEED and Greater MSP. This project is a great example of these entities working together to make successful economic development occur.

City of Carver:

CDA staff continues working on the Carver 36 acres project with the City of Carver. The project consists of a city transit station/park and ride; approximately 47 units of single family housing to be sold to a private builder; collector roads, storm water ponds, a multi-family apartment site; and the associated design and engineering.

City of NYA:

The Vickerman project is under construction of the approximately 43,000 sq. ft. expansion of its industrial operations at the NYA Tacoma Industrial Park.

The City of NYA also recently approved a development agreement with Waconia Manufacturing for their expansion to the NYA Tacoma Industrial Park with construction expected in August 2013.

Waconia: The Carver County CDA is planning and developing a financing plan for a new approximately 75 unit workforce rental apartment building to be called Trails Edge South located on Airport Road south of Target. The CDA has been applying for grants and low interest loans from the State DEED and Metropolitan Council for funding of a portion of the project. The CDA would like to begin construction in 2014-2015.

Ongoing Initiatives

- Develop workforce, senior, and affordable housing in Carver County so workers can live and work here in Carver County, which will support economic development and business throughout the county.
- Promote redevelopment within the cities of Carver County through new mixed use projects which promote downtown living and shopping.
- Plan and integrate economic development and housing projects that will occur as the result of the Highway 212 corridor being improved.
- Provide marketing, technical assistance to cities, and business finance resources to industrial and business park developments in the county.

- Establish and maintain high quality service with interested stakeholders to build a collegial working relationship that contributes to CDA initiatives.
- Participate in the Greater MSP Economic Development Partnership; represent Carver County as the Public Sector Representative on the Greater MSP Advisory Group; Serve on Greater MSP Operational Protocol Committee; work in conjunction with Private Sector Greater MSP Representative Jon Holt, Chairman of Super Radiator Coils, Chaska.
- Work towards attracting new sources of capital and investment to Carver County.
- CDA integration of SharePoint software use in conjunction with Carver County IT and Public Health and Administrative staff
- Joint CDA-Carver County Public Works fuel purchasing and maintenance of CDA vehicles
- Enhanced partnerships with Carver County and GIS applications.

| GENERAL FUND | 2012 Budget | 2013 Budget | 2014 Requested Budget | Dollar Inc/Dec. | Percent Inc/Dec. |
|--|------------------------|------------------------|--------------------------------------|----------------------------|-----------------------------|
| REVENUES | | | | | |
| Administrative Revenues | 427,995 | 350,220 | 248,479 | (101,741) | -29.05% |
| Pass-Through Grant Funds | 584,420 | 272,472 | 305,000 | 32,528 | 11.94% |
| CDA Special Benefit Levy | 1,936,133 | 1,798,927 | 1,850,205 | 51,278 | 2.85% |
| Revolving Loan Funds | 155 | 100 | 100 | - | 0.00% |
| Other Revenues | 1,054,248 | 1,058,424 | 1,314,736 | 256,312 | 24.22% |
| | | | | | |
| TOTAL REVENUES | 4,002,951 | 3,480,143 | 3,718,520 | 238,377 | 6.85% |
| EXPENDITURES | | | | | |
| Administrative & Operating Expenses | 2,705,529 | 2,420,501 | 2,712,420 | 291,919 | 12.06% |
| Pass-Through Grant Funds | 584,420 | 272,472 | 305,000 | 32,528 | 11.94% |
| Other Expenditures | 251,002 | 437,170 | 351,100 | (86,070) | -19.69% |
| Economic Development | 462,000 | 350,000 | 350,000 | | 0.00% |
| TOTAL EXPENDITURES | 4,002,951 | 3,480,143 | 3,718,520 | 238,377 | 6.85% |
| | | | | | |
| DIFFERENCE BETWEEN GENERAL FUND REVENUES & EXPENDITURES | - | - | - | - | |
| ENTERPRISE FUND | | | | | |
| Apartment Buildings Revenues | 4,520,469 | 4,436,603 | 5,529,453 | 1,092,850 | 24.63% |
| | | | | | |
| Apartment Buildings Expenditures | 4,520,469 | 4,436,603 | 5,529,453 | 1,092,850 | 24.63% |
| | | | | | |
| DIFFERENCE BETWEEN ENTERPRISE REVENUES & EXPENDITURES | - | - | | - | 0.00% |
| TOTAL CDA DIFFERENCE BETWEEN REVENUES & EXPENDITURES | - | - | | - | |
| | | | | | |
| | | | | | |

| Carver County Community Development Authority | | | | | |
|--|--------------------|----------------------|----------------------|-----------------------|---------------------------|
| Budget Summary | 2011 Actual | 2012 Approved | 2013 Approved | 2014 Requested | % Change 2013-2014 |
| Revenue Total | 7,153,757 | 6,587,287 | 6,117,819 | 7,380,149 | 20.63% |
| Expenditure Total | 9,118,857 | 8,523,420 | 7,916,746 | 9,230,354 | 16.59% |
| Tax dollars needed | 1,965,100 | 1,936,133 | 1,798,927 | 1,850,205 | 2.85% |

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Administrator's Preliminary Recommended 2014 Budget and Levy and 2015 Long Term Financial Plan

| | |
|---|--|
| Primary Originating Division/Dept: Administration (County) | Meeting Date: 9/3/2013 |
| Contact: David Frischmon Title: Finance Director | Item Type: Regular Session |
| Amount of Time Requested: 30 minutes | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Presenter: David Hemze and David Fris... Title: County Administrator and Fina... | |

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

BACKGROUND/JUSTIFICATION:

The Annual Budget and Long Term Financial Plan (LTFP) fulfills the County Board's direction to "connect financial strategies to the County's short and long-term goals and objectives."

The 2014 Budget process began at a May 14th, 2013 Board workshop where the County Board directed staff to implement the Administrator's Recommended 2014 Budget Strategy to:

- Decrease the 2014 tax levy impact on the average value home.
- Capture the tax base from new construction, adjust the tax levy by 2% for inflation and identify \$500K in levy savings to offset moderate wage/benefit increases and additional staffing for 2014
- Flat-line non-personnel spending compared to the 2013 Budget.
- Roll forward the 2014 capital projects and the facilities, vehicles and equipment (FVE) replacement list from the 2014 LTFP into the 2014 Budget.
- Roll forward the 2014 and beyond capital projects and FVE list from the 2014 LTFP to the 2015 LTFP.

During July, Division Directors presented their 2014 budget requests at budget hearings.

At a August 27th workshop, the Administrator's Recommended Preliminary 2014 Budget and 2015 Long Term Financial Plan was presented to the County Board.

By September 15th, State law requires that the County Board adopt a 2014 preliminary property tax levy to finance 2014 County operations and capital projects. The final property tax levy, adopted in December, can be lower than the preliminary levy but not higher.

In December, the County Board will hold a public hearing and adopt the 2014 Tax Levy and Budget and the 2015 LTFP.

ACTION REQUESTED:

Approve a motion to set the 2014 preliminary county tax levy at \$47,546,920 and set the TNT public hearing for December 5th at 6:00 pm.

| | |
|---|------------------------------------|
| FISCAL IMPACT: Other If "Other", specify: | FUNDING County Dollars = |
| FTE IMPACT: Increase budgeted staff | Total |
| | \$0.00 |

Related Financial/FTE Comments:

Fiscal and FTE impacts are outlined in the attached County Administrator's Recommended 2014 Budget and 2015 LTFP.

Budget Overview

Administrator's Budget Message

Transmittal letter from County Administrator David Hemze to the Carver County Board of Commissioners presented at the September 3rd, 2013 County Board meeting:

This County Administrator's Preliminary Recommended 2014 Budget applies prioritized resources to fund Carver County services. The recommendations included in this document reflect the stabilizing but continued difficult economic times being experienced locally in Carver County, as well as nationally and internationally.

The County Board directed that the County's 2014 tax impact on the average-value home decrease, which will be the ninth year in a row that owners of an average-value home will pay less in County taxes compared to the previous year. This recommendation limits the 2014 levy increase to capturing new construction tax base plus a 2% adjustment for inflation. This allows the 2014 levy to increase by \$1,917,200 (4.2%) to 47,546,920 compared to the 2013 property tax levy of \$45,629,720. Of this increased property tax levy, \$1,095,190 will be used to partially fund a proposed \$31.2 million bond sale for 2014 Road and Bridge projects. The remaining \$822,010 of the 2014 property tax levy increase, along with \$493,000 of new County Program Aid and \$616,000 of existing County Program Aid, will be allocated to the General Fund to finance the increased cost of operations in 2014. The recommended levy limit increase of \$822,000 for the General Fund is the maximum allowed by a state-imposed 2014 levy limit. The recommended debt service levy increase of \$1,095,190 is not subject to the 2014 levy limit.

The County Board plans to hold a public hearing on the 2014 Budget on December 5, 2013. The Board is expected to adopt the final 2014 levy and budget on Tuesday, December 17, 2013. The 2014 Budget Book will provide a broad overview of historical budget trends and 2014 budget recommendations and narrative summaries for all county divisions and departments, elected officials, and programs and services that receive financial support from the County.

The Board is also expected to approve the 2015 Long-Term Financial Plan on December 17, 2013. The County uses the Long-Term Financial Plans along with the Annual Budget to connect financial strategies to the County's short-term and long-term strategic goals and objectives. The County uses long-term financial planning to establish a roadmap for funding significant capital projects; facilities, vehicles and equipment replacement; and significant operating budget financial challenges. The 2015 Long-Term Financial Plan will be used as a strategy planning tool to fund significant operating challenges and capital projects beyond the 2014 Budget.

The hard work county staff provided in assisting with the preparation of this budget should be acknowledged. In particular, the assistance of Division Directors, Managers and finance staff were instrumental in preparing this recommendation and is greatly appreciated.

The County Board is expected to approve the following information on Dec. 17, 2013.

Budget Summary

The 2014 Preliminary Budget totals \$161,584,832 which is an increase of \$73 million from the 2013 Budget.

| 2013-2014 Budget Comparison | | |
|------------------------------------|--------------------|--------------------|
| Revenue | 2013 Budget | 2014 Budget |
| Taxes & Penalties | 47,426,767 | 49,858,867 |
| Licenses & Permits | 714,760 | 891,430 |
| Intergovernmental | 23,037,627 | 62,499,998 |
| Charges for Services | 10,995,020 | 11,139,178 |
| Fines & Forfeitures | 240,834 | 230,834 |
| Investment Earnings | 2,185,067 | 2,150,661 |
| Other Revenues | 3,989,230 | 34,493,864 |
| Total Revenues | 88,589,305 | 161,264,832 |
| Expenditures | | |
| Public Assistance | 4,581,935 | 4,212,573 |
| Personal Services | 52,514,847 | 55,639,711 |
| Services & Charges | 10,146,540 | 9,964,039 |
| Material & Supplies | 3,937,232 | 3,901,554 |
| Capital Outlay | 11,531,859 | 80,560,564 |
| Debt Services | 4,554,175 | 5,912,865 |
| Other Expenses | (101,485) | (406,350) |
| Transfers | 1,424,202 | 1,799,876 |
| Total Expenditures | 88,589,305 | 161,584,832 |
| Capital Reserves Used | - | 320,000 |

This chart compares the revenue and expenditure amounts for 2013 and 2014. The most significant changes in the 2014 Budget are in Intergovernmental, Other Revenues, and Capital Outlay. The increases in both revenues and expenditures are primarily due to the TH101 River Crossing and CSAH 61 “Y” reconstruction project, where the County is the lead agency. This project is projected to cost \$76.1 million, which will be funded by State funding, local funding, and planned bond sale by the County. The \$320,000 in capital reserves used is for the Next Generation Phone System that will be paid with existing 911 fees that have been accumulated over the last few years in preparation of this purchase.

Budget Strategies

In addition to decreasing taxes on the average-value home, the 2014 Budget was developed using the following strategies set by the County Board:

- **Levy savings from spending cuts and revenue increases**

The budget process identified proposed spending cuts and revenue increases based on favorable trends, best practices and reprioritizing line-item spending. The Administrator’s Recommended 2014 Recommended Budget includes approximately \$489,000 in levy savings and revenue increases for the 2014 Budget.

See Attachment A for a summary of the recommended \$489,000 in levy savings and revenue increases.

- **Capture the Tax Base from New Construction and Adjust for Inflation:**

The County Administrator's Preliminary Recommended 2014 Tax Levy increases by \$998,700 to capture the tax base from new construction and \$918,500 for a 2% inflation adjustment. The total 2014 tax levy increase is \$1,917,200, which is a 4.2% increase over the 2013 Levy. More than half of the property tax levy increase (\$1,095,190) will be used to partially finance the debt service on a \$31.2 million 2014 bond sale for road and bridge projects. The largest portion of the 2014 bond sale, \$23.7 million, will be used to temporarily finance the State's portion of the 101 Bridge, Y intersection and 61 road improvements. While this portion of the project will be eventually paid for by State turnback funds, those funds will not be fully available until 2022. Since delaying the \$76.1 million project until then would make the project cost-prohibitive, the County Administrator is recommending the County provide interim financing for the State's turnback funds.

The remaining tax levy increase will be used to respond to the pent-up and growing demand for services and capital projects as the County starts recovering from the recent economic downturn. *See Attachment B for Staffing Changes and Attachment C for the new Capital Projects list.*

- **Continue to levy dollars to pay for capital replacement at a consistent level, as opposed to cutting back to balance the County's operating budget.**

The 2014 Budget maintains a capital replacement budget funded by the tax levy of \$1.33 million to pay for the replacement of facilities, vehicles and equipment. This amount is basically the same as the 2013 Budget. *See Attachment D for this replacement schedule.*

Trend Data

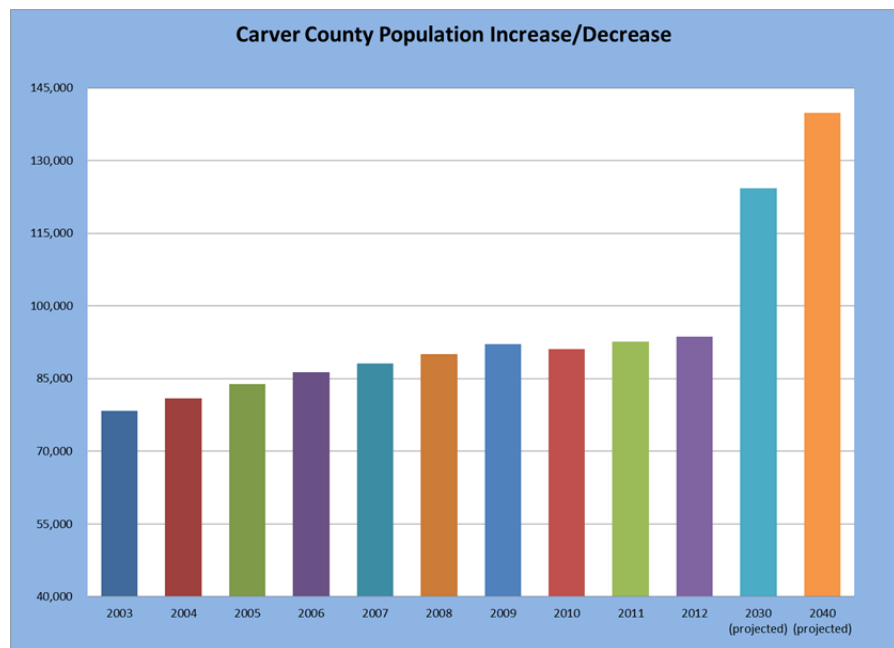
The following are key historical trends that were used to form the foundation of the 2014 Budget.

Population: Out of 87 counties in Minnesota, Carver County’s estimated 2012 population of 93,707 is the 11th highest. Over the last decade Carver County had the fourth highest rate of population growth in the state at 19.61% adding a total of 15,364 residents. Carver County’s population growth is expected to continue into the future.

The following shows the 2003-2009 and 2011-2012 U.S. Census Bureau’s population estimates as well as the 2010 Census populations. Based on the 2010 Census figures, the Minnesota State Demographic Center projects Carver County’s population to increase to 139,925 by 2040, which would be a 49.32% increase from the 2012 Census Bureau’s estimate.

| <u>Year</u> | <u>Population</u> |
|-------------|-------------------|
| 2003 | 78,343 |
| 2004 | 80,963 |
| 2005 | 83,882 |
| 2006 | 86,271 |
| 2007 | 88,096 |
| 2008 | 90,043 |
| 2009 | 92,107 |
| 2010 | 91,042 |
| 2011 | 92,104 |
| 2012 | 93,707 |
| 2030 | 124,281 |
| 2040 | 139,925 |

(2030 & 2040 are projections)



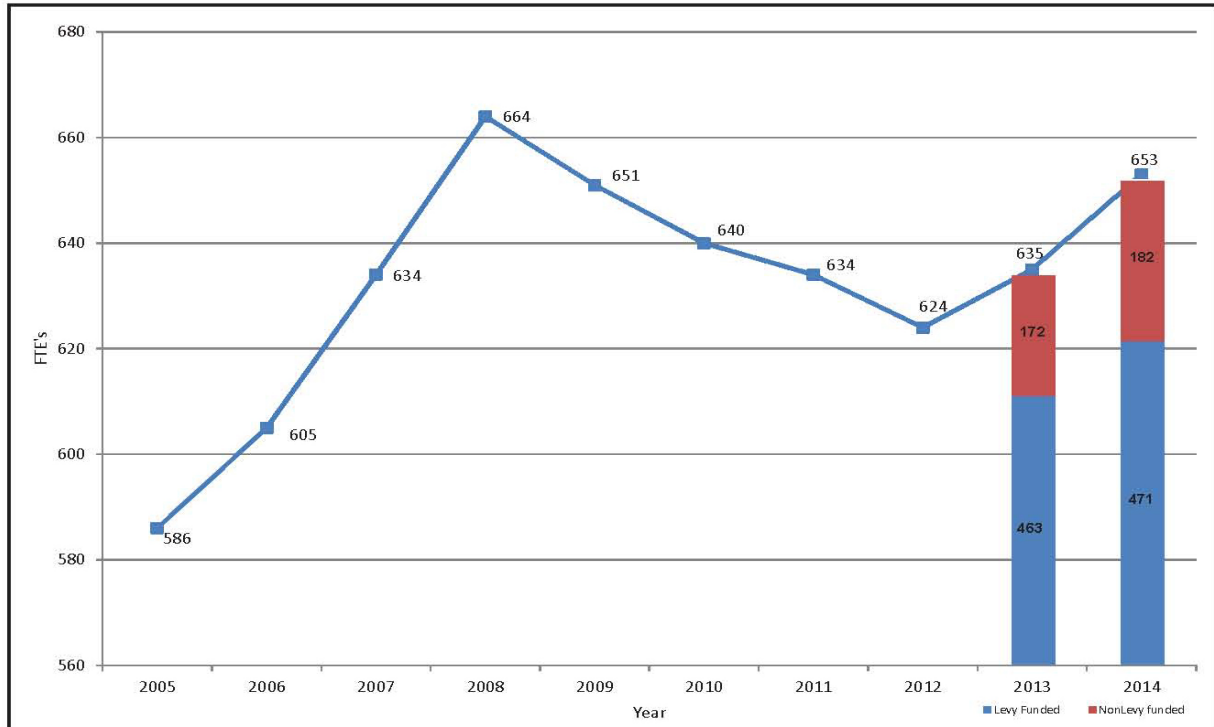
Population growth is the biggest factor related to service demand pressure for Carver County. Significant growth increases the need for public investment in infrastructure and impacts service delivery for government entities.

In addition to overall population growth, Carver County’s aging population is expected to impact the type and number of services that will need to be provided in the future. The population of County residents age 65 and older is expected to constitute about 20.2% of the total County population in 2030, up from 9.3% in 2012.

County Employees: As the County has grown in population over the past decade, the number of employees needed to meet service demands has also increased. The following graph shows the changes in the number of County employees in the past decade. It shows the number of Full-Time Equivalent (FTE) employee positions that are funded by levy and non-levy funding sources. Based on the 2014 budget figures, it is estimated that 27.9% of FTEs will be funded by other sources of revenue that the County has identified to help lower the need to use levy funds.

Other revenue sources include contract revenue, fees for services, and grants.

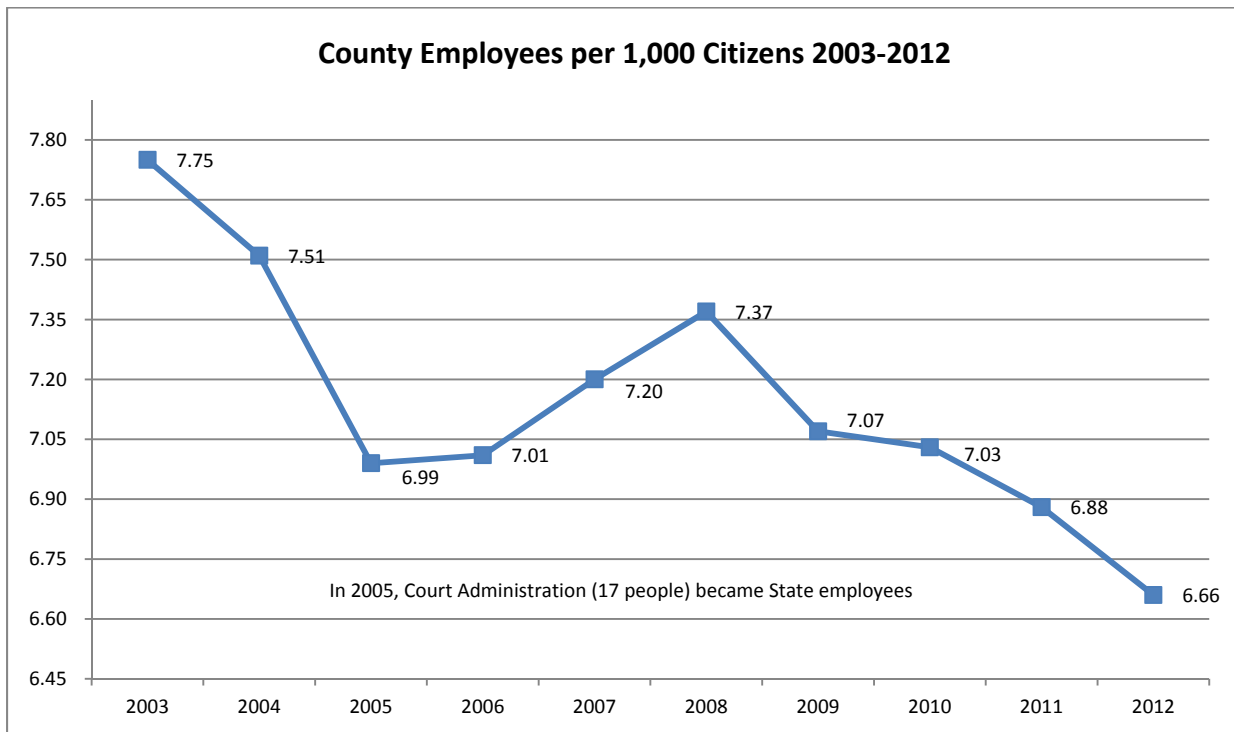
Total Number of County Full-Time Equivalent (FTE) Positions 2005-2014



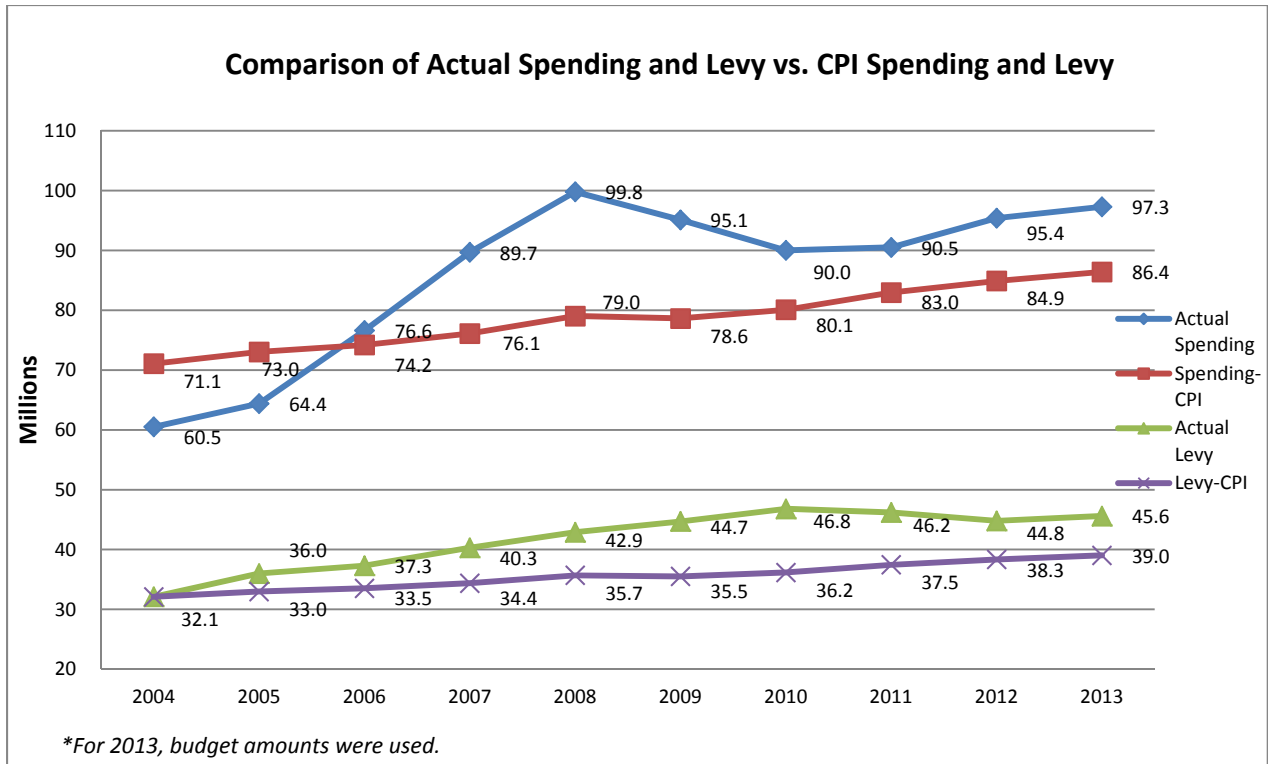
The total number of Full-Time Equivalent (FTE) employee positions reached a high of 664 in 2008. Budget adjustments made due the loss of state aid has resulted in a loss of 29 FTE employee positions from 2008 to 2013. The 2014 recommended budget proposes an increase of 17.58 FTEs from the 2013 FTE count to a total of 653.08 FTE positions. Non-levy funded positions increased in 2014 to 27.9%, compared to 27.1% in 2013.

Since wage and benefit costs for personnel is the County's largest expense, the number of County employees significantly impacts the budget. For example, if the number of County employees were to increase at the same rate as the population and double over the next two decades, the result would be large increases in the County budget that would push dramatic property tax increases. Instead the increase in population is expected to introduce economies-of-scale that will allow the County to operate more efficiently with a lower employee-to-citizen ratio.

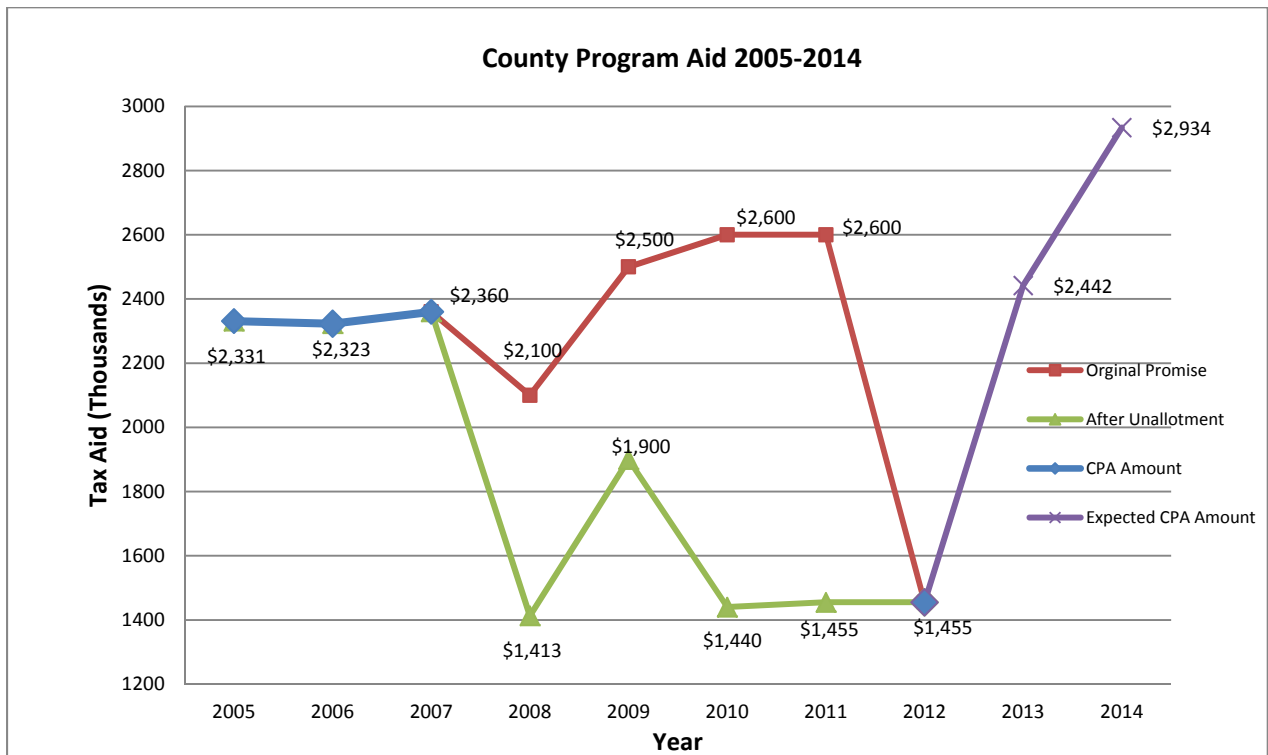
The following graph shows the fluctuation in the number of employees per 1,000 citizens. It has gone from a high of 7.75 employees per 1,000 citizens in 2003 to a low of 6.66 in 2012. Since 2008 there has been a steady decrease in the number of employees per 1,000 citizens as a result of a limited growth in the tax base, flat and/or declining revenue as well as continual improvement in efficiencies gained through investments in technology and division reorganizations. As the county starts recovering from the recent economic downturn, this chart is expected to adjust upward in 2014 in response to the pent-up and growing demand for services. However, the overall general trend is expected to have a downward slope due to continual improvement in efficiencies gained through investments in technology and division reorganizations.



County Levy and Total Spending Compared to Consumer Price Index: Total county spending has spiked up and down over the past decade due primarily to capital projects such as road and bridge improvements. The tax levy has increased on the same trend as inflation but at a higher rate due to rapid growth in the county. The following chart compares Actual Spending and Actual Levy amounts to those adjusted for inflation. The Consumer Price Index (CPI) inflationary indicator used in the comparison measures the average change in prices over time in a fixed market basket of goods and services typically purchased by consumers.



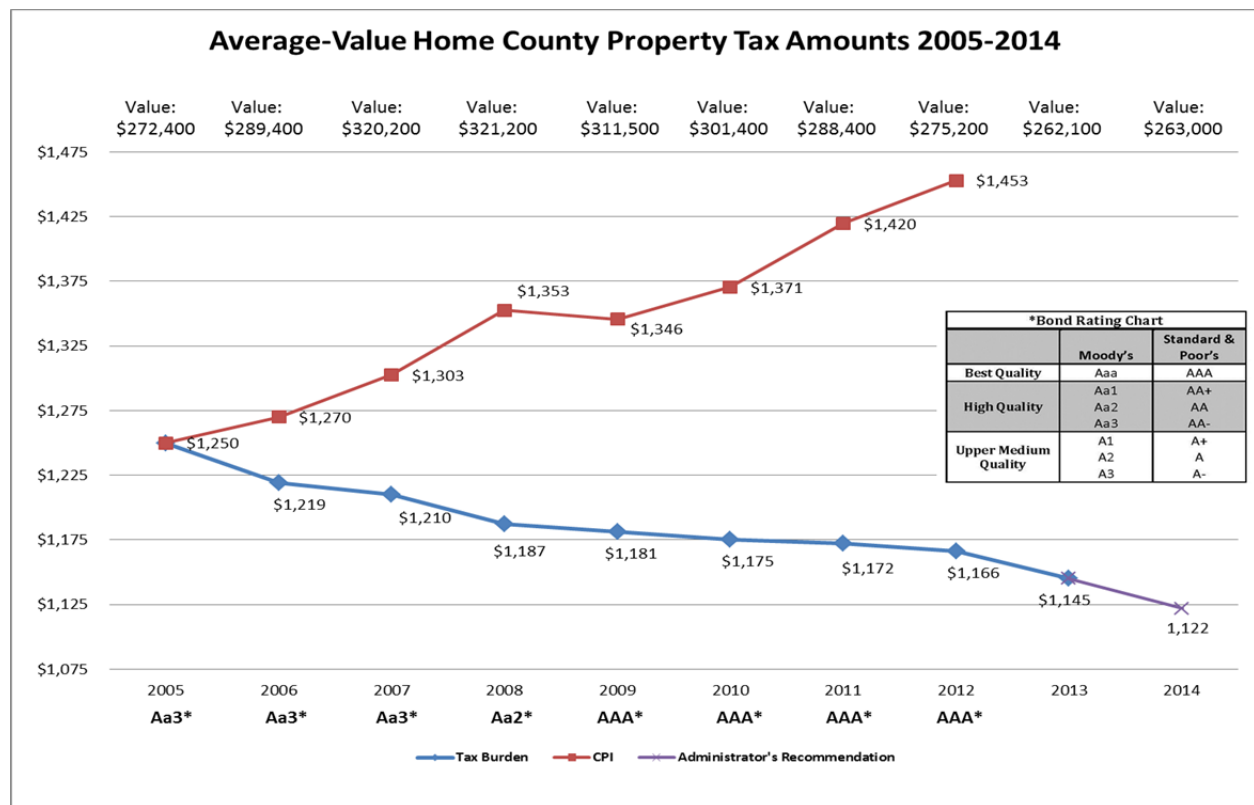
State Aid - County Program Aid and Market Value Homestead Credit: As the following chart indicates, Carver County experienced a significant loss in County Program Aid (CPA) from the State of Minnesota from 2005 to 2014.



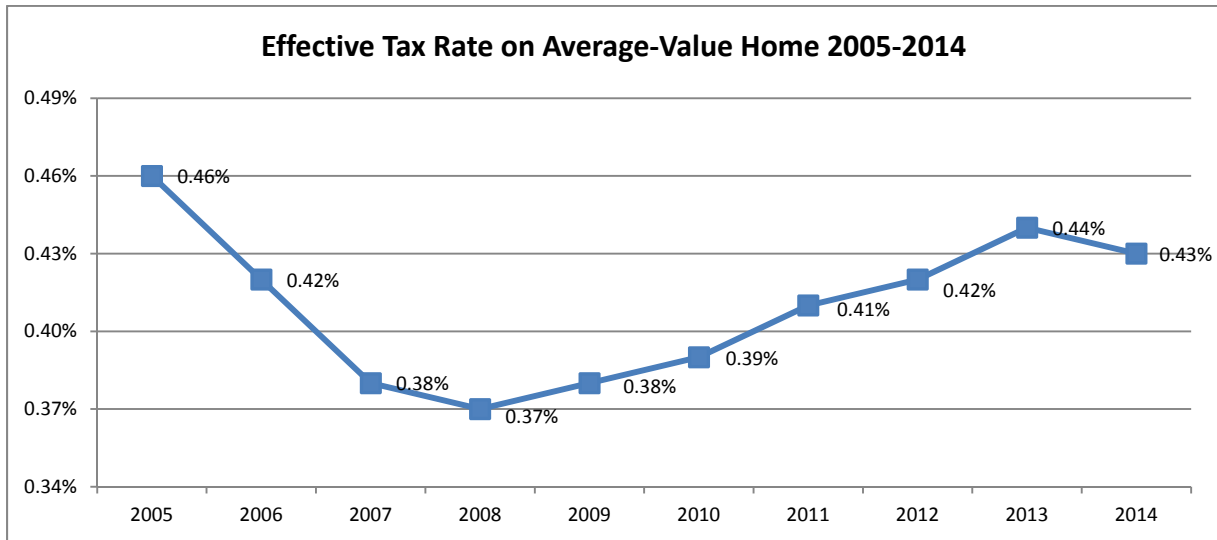
In the 2014 budget, the State has promised to pay \$2.934 million. It is planned that approximately \$2.234 million will be used in the operating budget and any additional amount will be go back into the CIP funds for capital improvement projects.

Property Taxation: The Board has continued its strategy of setting the levy to decrease the County’s tax-impact on an average-value home. The value of the average home in Carver County increased from \$262,100 in 2013 to \$263,000 in 2014. The County’s portion of the total property tax bill on an average-value home will decrease slightly from \$1,145 in 2013 to \$1,122 in 2014.

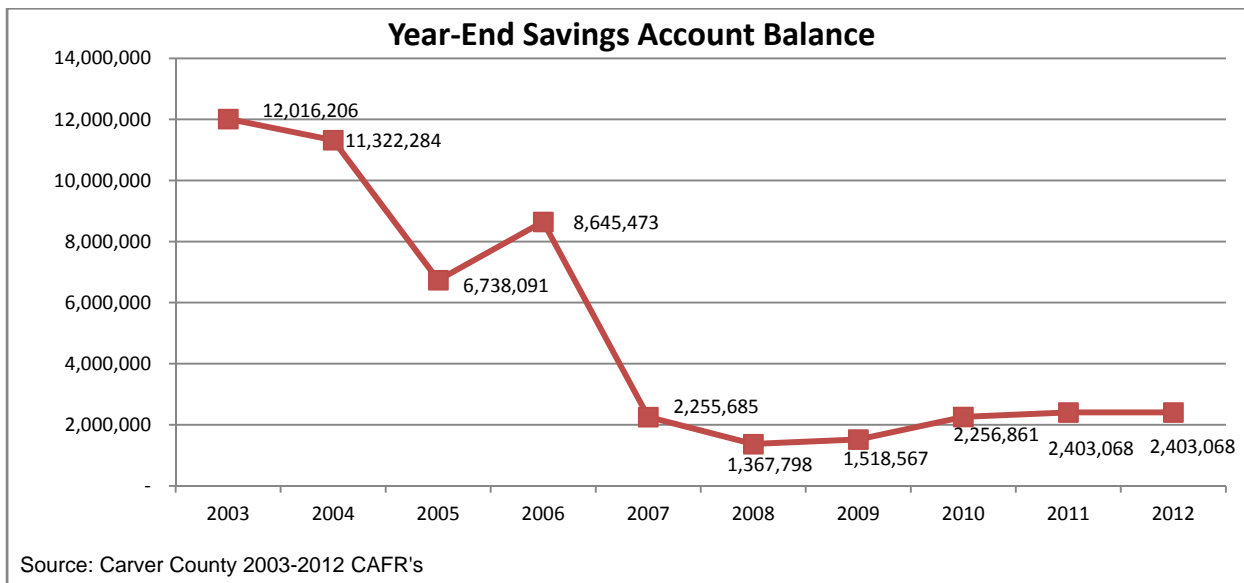
The following chart shows the changes in average home values and taxes from 2005 to 2014. It also shows how the average home’s property tax has continually decreased compared to Consumer Price Index (CPI), which has grown over the past several years.



Effective Tax Rate: The effective tax rate is the percentage of market value a homeowner is paying in property taxes. It is calculated by taking the home’s market value and dividing it by the tax. Rising home values and the relatively modest rate of tax increases by the County resulted in a decreasing effective tax rate from 2005 – 2007 and again in 2014. The upward movement on this trend reflects the decreasing valuation of homes that began in 2008 and ended in 2013.



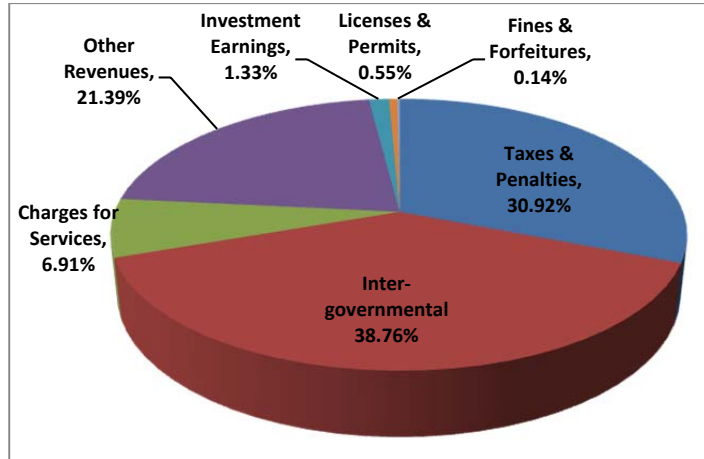
Year-End Savings Account: The Year-End Savings (YES) Account designates up to 5 percent of the County’s reserves for future unknowns such as emergencies, disasters, capital projects, and intergovernmental funding cuts. Significant decreases in the YES Account from 2003 to 2008 were the result of planned Board-approved transfers to pay for one-time capital projects and land acquisitions. The YES account balance for year-end 2012 was the same as 2011, \$2,403,068. Based on current projections, it is estimated the YES account balance at year-end 2013 will remain around \$2.4 million. The following chart shows the trend in this account’s balance.



Revenues

The 2014 Budget totals \$161,264,832 in revenues, which is an increase of \$72,675,527 compared to the 2013 budget. The following lists the sources of revenues for 2014, and the chart shows percentage of the total associated with each revenue amount.

| 2014 Budget Revenue | |
|-----------------------|--------------------|
| Taxes & Penalties | 49,858,867 |
| Intergovernmental | 62,499,998 |
| Charges for Services | 11,139,178 |
| Other Revenues | 34,493,864 |
| Investment Earnings | 2,150,661 |
| Licenses & Permits | 891,430 |
| Fines & Forfeitures | 230,834 |
| Total Revenues | 161,264,832 |



Taxes and Penalties: The Certified Property Tax Levy is the primary funding source for the County budget, and the source of revenue the County has the most control over. The 2014 Budget includes the amount of property taxes levied for the year and penalties. Once established, property tax amounts cannot be adjusted upward during the year.

The County Administrator's recommended total combined levy of \$47,546,920 for 2014 is an increase of 4.2%, or \$1,917,200, from the 2013 levy. Revenues from the property tax levy will constitute approximately 30.92% of all county revenues for 2014.

2014 Property Tax Levy

| | |
|--|---------------------|
| General Fund | \$29,228,480 |
| Road and Bridge Fund | 3,850,829 |
| Community Social Services Fund | 7,443,246 |
| Road & Bridge Capital Improvement Fund | 1,690,000 |
| Debt Services Fund | 5,211,365 |
| Unestad Tax Abatement | 123,000 |
| Total Levy County | \$47,546,920 |
| Carver Watershed Management Organization | \$ 556,984 |
| Total Combined Levy | \$48,103,904 |

The increase in the tax levy is the end-result of a 2014 Recommended Budget Strategy. The County's portion of the total property tax bill on average-value homes will decrease slightly for 2014.

Intergovernmental and Other Revenues: Intergovernmental funding, which increased by \$39,462,371 from the 2013 Budget to the 2014 Budget, and the Other Revenues category are also major sources of revenue for the County.

Intergovernmental funding refers to funding from other governmental units at the federal, state and local level in the form of grants, program aids, entitlements, shared revenues, payments in lieu of taxes, and reimbursements for performance of specific functions or services. It also includes voluntary non-exchange transactions that result from legislative or contractual agreements such as grants, entitlements, appropriations and donations. Tax credits paid by the state are included in intergovernmental revenues. Intergovernmental funding increased from \$23,037,627 in 2013 to \$62,499,998 in 2014 primarily to the increase in State funding for the TH101 River Crossing and CSAH 61 “Y” reconstruction project.

The Other Revenues category totals \$34,480,364. It includes the 2014 bond sale, gifts and donations, miscellaneous revenue from contracts, and transfers between funds.

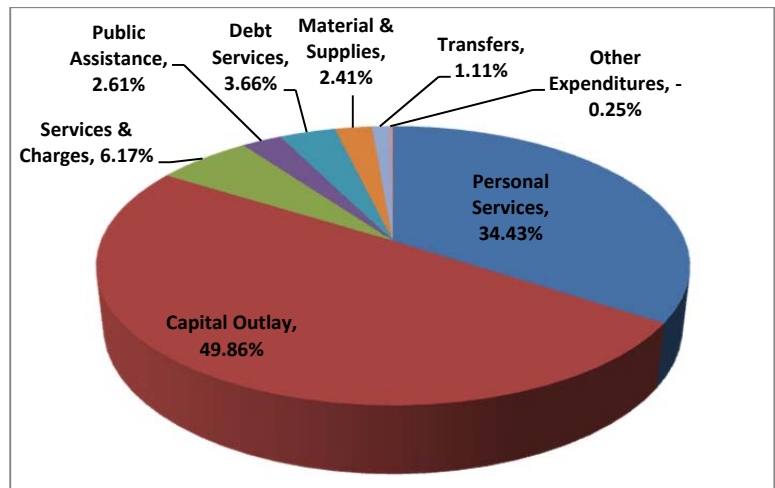
Charges for Services: The fourth-highest revenue source comes from Charges for Services, which totals \$11,139,178 in the 2014 Budget, an increase of \$144,158 from 2013. This revenue category refers to the County’s acquisition of revenue from the professional services the County provides for a fee and other services and charges covered in its Fee-for-Service Schedule.

Investment Earnings: The revenue from investment earnings is budgeted at \$2,150,661 in 2014, compared to \$2,185,067 in 2013. This slight decrease of \$34,406 in investment earnings is to better reflect the projected 2014 earnings based on recent years and short-term outlook.

Expenditures

The 2014 Budget totals \$161,584,832 in expenditures, which is an increase of \$72,995,527 compared to the 2013 budget. The large increase is primarily due to the TH101 River Crossing and CSAH 61 “Y” reconstruction project. The following lists the expenditures for 2014, and the chart shows the percentage of the total expenditure associated with each category.

| 2014 Budget Expenditures | |
|---------------------------|--------------------|
| Personal Services | 55,639,711 |
| Capital Outlay | 80,560,564 |
| Services & Charges | 9,964,039 |
| Public Assistance | 4,212,573 |
| Debt Services | 5,912,865 |
| Material & Supplies | 3,901,554 |
| Transfers | 1,799,876 |
| Other Expenditures | (406,350) |
| Total Expenditures | 161,584,832 |



Personnel Costs and Services and Charges: Costs associated with County employee wages and benefits comprise the largest expenditure for the County.

Expenditures for employee wages are captured in the “Personal Services” account class, which includes compensation paid to full-time, part-time, and temporary or intermittent employees with payroll deductions. It does not include fees or contractual payments paid to consultants or independent contractors: Those costs are captured in the “Services and Charges” account class that also includes other expenses associated with business operations.

The budgeted amount for personal services for 2014 is \$55,639,711, which is an increase of \$3,160,864 from the 2013 budgeted amount of \$52,478,847. The 2014 Budget include moderate salary and benefit increases as well as additional FTEs that are included in the 2014 Administrator’s recommendation. Approximately 50% of the \$1.26 million in recommended FTEs are funded by non-levy revenue sources.

After years of seeing health insurance costs increase at a rate much higher than inflation, the County’s health insurance premiums had relatively small increases over the past few years. This improvement is attributed, in part, to a strategy that is moving employees away from a legacy high-cost health insurance plan to less expensive consumer-driven health insurance plans. The 2014 Budget continues this positive trend with a \$205,000 increase in the County’s contribution to employee health insurance premiums.

Conference and Training: The 2014 Budget includes \$383,832 for conference and training for County staff development. *See Attachment E for a listing of conference and training for each County division.*

Capital Outlay: The County’s highest expenditure category is \$80,560,564 for capital improvements. A number of capital projects are included in the 2014 Budget, most of which have off-setting cost savings, intergovernmental reimbursements, and sources of funds other than property taxes. *See Attachment C on Capital Projects and Attachment D on Replacement of Facilities, Vehicles, and Equipment expenses, for listings of expenditures that are included under Capital Outlay.*

Public Assistance: The 2014 Budget includes \$4,212,573 for Public Assistance. In terms of expenditures for specific County functions, expenditures for Human Services (which includes Public Assistance) consume the most dollars in comparison to other services provided by the County. The amount budgeted for Public Assistance in 2014 is \$369,362 less than the 2013 budget.

Debt Services: The principal and interest accumulated on the Debt Service Fund is used to retire debt and is another major component of County expenditures. In the 2014 Budget, \$5,649,365 is being budgeted for Debt Services, which is an increase of \$1,095,190 from the previous year. This increase is due to the planned bond sale in 2014 for the TH101 River Crossing and CSAH 61 “Y” reconstruction project.

2014 Budget: Proposed Levy Adjustments

Determined from Budget meetings

| Division/Dept. | Item | Revised Amount |
|--------------------------|---|--------------------------|
| ER- Wellness | Favorable Budget variance Wellness miscellaneous expenses | 3,000 |
| Finance | Debt service savings from 2012 debt refinancing | 60,000 |
| Parks | Eliminate levy funding for park land acquisition since Met Council now pays for 100% of park land acquisition again | 50,000 |
| Sheriff | Increase inmate revenue | 50,000 |
| TSD | Postage & Postal Box Rental- reduce budget | 20,000 |
| Recorder | Favorable County Recorder Fees- increase revenue budget | 20,000 |
| CSS | Additional Federal revenue increase from salary increases | 154,000 |
| PH&E | Replace levy funding for FTEs with non-competitive grant funds | 30,000 |
| Fiber | T-1 savings from lighting up fiber ring | 200,000 |
| SWCD, Historical Society | Increase allocation for salary increases consistent with county pattern | (13,248) |
| Court Services | Increase budget for juvenile assessments (previously paid by Court Admin) | (20,000) |
| Information Technology | Additional costs for CRM licenses, internet access for iPads, dual monitors, etc. | (65,000) |
| GRAND TOTAL = | | <u>\$ 488,752</u> |

Increase WMO Levy (not spread to all taxpayers) for AIS Inspections on Priority II lakes

\$ 30,000

Attachment B: Staffing Changes

| Division/Department | Division Requested FTE's | Administrator Recommended FTE's Changes | Position | Requested Gross Levy (\$) | Direct Reimbursement | Indirect Funding | Division Requested Net Levy (\$) | Administrator Recommended Net Levy (\$) |
|----------------------------|--------------------------|---|-------------------------------------|---------------------------|----------------------|-------------------|----------------------------------|---|
| Requested for 2014: | | | | | | | | |
| Administrative Services | 0.20 | 0.20 | Administrative Intern | 4,485 | | 4,485 | - | \$ - |
| Admin Svcs-IT | 0.25 | 0.25 | GIS Intern | 6,000 | | 6,000 | - | - |
| Admin Svcs-IT | 1.00 | 1.00 | System Engineer | 91,032 | | | 91,032 | 91,032 |
| Admin Svcs-Library | 0.50 | 0.23 | Librarian | 17,640 | | | 17,640 | 17,640 |
| Admin Svcs-Library | 1.25 | 0.75 | Associate Librarian | 38,410 | | | 38,410 | 38,410 |
| Admin Svcs-Library | 0.50 | 0.50 | Library Assistant | 20,589 | | | 20,589 | 20,589 |
| Admin Svcs-Library | 0.25 | 0.00 | Library Shelver | - | | | - | - |
| Admin Svcs-Library | 0.00 | (0.17) | Library Assistant-STOc | (4,732) | | | (4,732) | (4,732) |
| First Judicial District | 0.05 | 0.05 | Court Services Agent III | 18,759 | 5,628 | | 13,131 | 13,131 |
| Attorney's Office | 1.00 | 1.00 | Asst County Attorney I | 86,970 | | | 86,970 | 86,970 |
| Employee Relations | 2.00 | 1.00 | Employee Relations Business Partner | 186,670 | | | 186,670 | 93,335 |
| PRTPS-Taxpayer Svcs | 1.00 | 1.00 | License Center Supervisor | 68,818 | | 68,818 | - | - |
| PRTPS-Taxpayer Svcs | 0.20 | 0.20 | Sr. Licensing Clerk (Lead Worker) | 8,860 | | 8,860 | - | - |
| PRTPS-Taxpayer Svcs | 0.50 | 0.50 | Election Clerk | 16,833 | | 16,833 | - | - |
| PRTPS-Taxpayer Svcs | 0.50 | 0.50 | Licensing Clerk | 18,220 | | 18,220 | - | - |
| PHE-Environmental Svcs | 0.50 | 0.50 | Environmentalist I | 37,931 | | 37,931 | - | - |
| PHE-Land Management | 1.00 | 1.00 | Planner I | 76,670 | | 76,670 | - | 73,810 |
| PHE-Land Management | (1.00) | (1.00) | Associate Planner | (73,810) | | (73,810) | - | (73,810) |
| PHE-Planning & Water Mgt | 0.25 | 0.25 | Water Resources Intern | 5,635 | 5,635 | | - | - |
| PW-Operations | 1.00 | 1.00 | Highway Maint Worker | 66,016 | | | 66,016 | 66,016 |
| PW-Operations | 0.37 | 0.37 | STOc Highway Maint Worker | 11,582 | | 11,582 | - | - |
| PW-Operations | 1.00 | 1.00 | Mechanic | 68,658 | | 43,658 | 25,000 | 25,000 |
| PW-Operations | 0.23 | 0.23 | Seasonal Shop Helper | 6,468 | | 6,468 | - | - |
| PW-Program Delivery | 1.00 | 1.00 | GIS Specialist | 77,019 | | | 77,019 | 77,019 |
| PW-Parks | 1.00 | 1.00 | Park Programmer | 51,413 | - | 11,311 | 40,102 | 40,102 |
| PW-Parks | (0.78) | (0.78) | Parks-Seasonal | (40,102) | | | (40,102) | (40,102) |
| Sheriff's Office | 1.00 | 1.00 | Deputy Sheriff | 75,825 | | | 75,825 | 75,825 |
| CSS-Child & Family | 1.00 | 1.00 | Social Worker II | 75,098 | 6,008 | 69,090 | - | - |
| CSS-Behavioral Health | 1.00 | 1.00 | Crisis Therapist | 80,029 | | 80,029 | - | - |
| CSS-Admin Support | 1.00 | 1.00 | Business Systems Specialist | 80,000 | 19,200 | 60,800 | - | - |
| CSS-Home & Comm Based | 1.00 | 1.00 | HCB Services Supervisor | 91,254 | 7,300 | 83,954 | - | - |
| CSS-Behavioral Health | 1.00 | 1.00 | Housing Specialist | 74,973 | 5,998 | 68,975 | - | - |
| CSS-Child & Family | 1.00 | 1.00 | Therapist | 80,029 | | 80,029 | - | - |
| CSS-Income Support | (1.00) | (1.00) | Support Enforcement Aide | (67,910) | (44,821) | (23,089) | - | - |
| Totals | 19.77 | 17.58 | | \$ 1,355,332 | \$ 4,948 | \$ 656,814 | \$ 693,570 | \$ 600,235 |

2014 FTE Recommendations - Narrative for Attachment B

Administrative Services – Administrative Intern

Administrative Services will be positioned to complete additional data analysis, provide enhanced communications and move special projects forward through the assistance of an Administrative Internship. This position will not only contribute to active projects, but also provide an opportunity for the County to develop the next generation. An Administrative Intern set at 0.20 FTE is recommended to continue the mutual gains experienced in previously authorized internship roles.

Administrative Services - IT - GIS Intern

The County's accomplishments and revenue derived from its position as a leader in Geographic Information Services will be supported through approval of a 0.25 FTE GIS Intern role. This position will assist GIS staff to advance projects through the improvement of data accuracy, integration of data with other county systems, and the design and collection of additional data for other County departments gaining operational efficiencies from GIS services.

Administrative Services - IT - System Engineer

The addition of 1.00 FTE System Engineer is recommended to support County infrastructure and systems including a significant increase in mobile device requirements, addition of services and increased complexity of server support needs, more complex routing associated with fiber usage, community ring support and community access, added network complexity with shared networks between neighboring counties, increased application support, and various additional collaborative projects. The addition of this position facilitates multiple projects and initiatives, increasing efficiency and technological advancements across the County.

Administrative Services - IT – Business Systems Specialist (Assigned to Support Community Social Services)

A Business Systems Specialist 1.00 FTE reporting to the Information Technology Department and assigned to support Social Services is recommended to ensure adequate dedicated support of multiple systems and software utilized by the Community Social Services Division. Technology supported includes state systems, County supported software and state and commercial software residing on County network servers, all required to effectively manage Community Social Services activities and data. The addition of this position will position the County to maximize efficiency and usage of assigned systems while enabling Community Social Services staff to focus efforts in their job assigned areas of specialty. The position would also serve as primary liaison between the County and state departments for the state provided systems. In addition, with the implementation of the Affordable Care Act and efforts toward modernization of the state's legacy systems, the division will experience one of the largest changes related to information technology in its history, following a very aggressive time schedule. This position will ensure the County manages the upcoming changes with success.

Administrative Services - Library

The Library has opened new and remodeled branches as well as added Express Library locations, among other expanded services and programming, over the last few years without additional staff. It continues to leverage new and improved technologies in order to provide 21st Century services and resources in efficient and effective ways while meeting residents' growing demand. The Library is recommending additional staffing hours totaling the equivalent of 1.50 FTE which would be distributed throughout the system in order to obtain maximum efficiencies for both direct and indirect customer benefit. The library FTE recommendations provide additional hours for the positions of Librarian, Associate Librarian, and Library Assistant.

First Judicial District – Court Services Agent III

An increase in hours equivalent to 0.05 FTE is recommended for the Court Services Agent III position, bringing the existing role to 0.75 FTE status. This increase of hours will provide enhanced monitoring of high risk offenders including multiple-DWI, domestic assault, and person related offense cases. Public safety for community members and victims is supported through the increased FTE for this role.

Attorney's Office - Assistant County Attorney III

One FTE Assistant County Attorney III is recommended to provide needed coverage due to increasing felony crimes as well as to support an increase in civil matters handled by the County Attorney's Office. Timely prosecution of felony crimes and provision of appropriate levels of customer service to the citizens of Carver County are supported through the addition of this position.

Employee Relations

One new FTE is recommended in the Employee Relations Division to provide service levels that meet the needs of Carver County's divisions and support in successfully managing the human resource components in a variety of organizational initiatives. Expanding compliance requirements, employment law and labor relations needs will also be met through the addition of a full-time staff person in this area. Focus on technology initiatives combined with one additional position will allow Employee Relations to continue providing effective service with a lean staffing complement relative to the total organizational headcount and diversity of operations supported. Division and organizational requirements are being assessed following the recent hire of the Employee Relations Director and additional definition regarding the recommended FTE will be provided with the County Administrator's final 2014 budget recommendation.

PRTPS - Taxpayer Services - License Center Supervisor

To manage increased workload and comply with updated federal passport regulations, a 1.00 FTE License Center Supervisor role is recommended. This will allow maintenance of present customer service standards within the Property Records & Taxpayer Services Division.

PRTPS - Taxpayer Services - Sr. Licensing Clerk (Lead Worker)

To accommodate efficient management of increased workload, the addition of hours equivalent to 0.20 FTE is recommended for an existing position.

PRTPS - Taxpayer Services - Election Clerk

With the goal of effectively supporting elections processes, an increase of 0.50 FTE is recommended to provide additional part-time assistance within the Property Records & Taxpayer Services Division.

PRTPS - Taxpayer Services - Licensing Clerk

Additional part-time hours totaling 0.50 FTE are recommended as an increase to existing Licensing Clerk positions to effectively manage increased workload and ensure customer service levels are maintained.

PHE - Environmental Services - Environmentalist I

An increase of 0.50 FTE for an Environmentalist I is recommended to help meet demand resulting from steady increase in participation at the Environmental Center and expansion of programs such as the Reuse Room. This change will also reduce contract and temporary labor costs. In addition, disposal costs are decreased through the expanded reuse program where this position will provide customer service and accountability to ensure return on investment for this program.

PHE - Land Management - Planner I

Establishing a 1.0 FTE Planner I position replacing an Associate Planner role is recommended, reflecting added responsibilities following reorganization including public speaking and facilitating Planning Commission and Board of Adjustment meetings.

PHE - Planning & Water Management - Water Resources Intern

Due to increased workload for existing staff, seasonal water monitoring duties have been more challenging to meet. Addition of seasonal Water Resources Internship hours equivalent to 0.25 FTE is recommended to offset this need. This seasonal role will allow existing staff to focus on their assigned duties, ensure that the County and CCWMO can complete their water quality monitoring duties, fulfill grant agreements, fulfill permit requirements, and move projects forward while reducing the need for outside consultants.

PW - Operations - Highway Maintenance Worker

The FTE count for Highway Maintenance Workers has remained flat for a significant period of time while multiple changes have expanded the County road system. To account for increased road miles and bridge responsibilities, an additional 1.0 FTE Highway Maintenance Worker is recommended for the Public Works Division.

PW - Operations - STOc Highway Maintenance Worker

To ensure adequate traffic control and flagging, crack filling, patching and additional seasonal duties are accomplished in a timely and efficient manner, 0.37 FTE Seasonal Temporary On-Call Highway Maintenance Worker is recommended.

PW - Operations – Mechanic

The addition of 1.0 FTE mechanic is recommended to return the Public Works shop to staffing levels held prior to budget cuts. With increasing workload commensurate with overall division projects, it has become difficult to meet ongoing demands with the current number of staff in this position. Changing technology requirements require additional training, which is difficult to accomplish while still meeting daily demands. An additional FTE in this role will better position the division to meet ongoing needs.

PW - Operations - Seasonal Shop Helper

To provide assistance to mechanics during peak times of squad car setup and vehicle repair, and move toward more optimal levels of service in this area, 0.23 FTE Seasonal Shop Helper is recommended.

PW - Program Delivery - GIS Specialist

The primary responsibility for the recommended 1.0 FTE GIS Specialist will be GIS parcel mapping and management including immediate mapping of new property boundaries resulting from proposed splits of existing parcels and new subdivisions, parcel attributing and parcel fabric data model development to support the administration of parcels by Public Health & Environment Land Management and Land Records & Taxpayer Services. This follows recommendations from a recent document processing Kaizen event to move toward a more unified and flexible system for this cross-departmental function. Secondary responsibilities will include assisting with GIS tasks and supporting Public Works asset management projects.

PW - Parks - Park Programmer

One FTE Park Programmer is recommended with the focus of introducing individuals to outdoor recreation opportunities and supporting citizen desire for recreational programming and services. Additional AIS inspection has strained the department's ability to provide recreation services and the addition of this position will restore some of that balance.

Sheriff's Office - Deputy Sheriff

One FTE Deputy Sheriff is required to provide coverage for enhanced courthouse security. This position will staff the new security checkpoint to monitor and control access.

CSS - Child & Family - Social Worker II

One FTE in the role of Social Worker II is recommended to provide case management for children dealing with mental health issues.

CSS - Behavioral Health - Crisis Therapist

Crisis Program provides mental health services twenty four hours per day, seven days per week. This program has experienced current year 19% increases in the number of children and adults served, as well as corresponding additional assessments and interventions. Grant and reimbursements provide funding required for a 1.00 FTE Crisis Therapist position to support identified additional need in this area.

CSS - Home & Community Based - HCB Services Supervisor

Addition of a 1.00 FTE Home & Community Based Care Supervisor is recommended to oversee Social Workers and Case Aide positions within the Home & Community Based Care Department. The HCBC Department is undergoing significant changes including federal requirements for a universal assessment for all clients on Medical Assistance Waiver Programs, the Department of Human Services transferring MA waiver contracting requirements and assigning quality assurance responsibilities to Counties, along with the addition of multiple staff positions to perform assessments required by MnChoices. As a result, an additional supervisory role is required to support continued efficient operations and to meet compliance requirements. This position will be partially funded by Federal Financial Participation.

CSS - Behavioral Health - Housing Specialist

Creation of a 1.00 FTE Housing Specialist position is recommended to focus on the development of affordable housing within the County, coordinating efforts to deal with homeless issues, developing related programming as well as serving as a resource to staff seeking appropriate housing options for clients. This position will address ongoing needs in Carver County for additional affordable housing options.

CSS - Child & Family - Therapist

One FTE Child & Family Therapist is recommended to support additional mental health services in area schools and to increase the availability of mental health therapists to the general school population. Specific needs across schools, contracts and funding sources are presently being negotiated.

| DEPT. | CIP # | DESCRIPTION | 2013 | 2014 | 2014 | Inc./Dec |
|--|-----------------------------|--|----------------|------------------|------------------|-----------------|
| | | | Adopted | Requested | Recommended | |
| Parks & Trails Capital Improvements | | | | | | |
| | | Lake Minnewashta Road Paving (State Park Road Account) | - | 629,000 | 629,000 | 629,000 |
| | | Lake Minnewashta Road Paving (Parks & Trails Legacy) | - | 263,000 | 263,000 | 263,000 |
| | | Local Contribution for Advanced Funded Park Land Acquisitions (Levy) | 50,000 | - | - | (50,000) |
| | | TBD Park & Trail Projects (25% of CPA not allocated to operating budget) | 68,750 | 175,000 | 175,000 | 106,250 |
| | | Southwest Regional Trail (Chaska / Victoria trail) Park & Trails Fund | 141,360 | - | - | (141,360) |
| | | Southwest Regional Trail (Chaska / Victoria trail) Federal | 436,640 | - | - | (436,640) |
| | | Southwest Regional Trail (Chaska / Victoria trail) Municipal Participation | 48,000 | - | - | (48,000) |
| | | 34-520-XXX-XXXX-6610 | 744,750 | 1,067,000 | 1,067,000 | 322,250 |
| Fund \$34 Total | 34-XXX-XXX-XXXX-66XX | | 744,750 | 1,067,000 | 1,067,000 | 322,250 |
| Levy Dollars - Fund #34 | | | 50,000 | - | - | (50,000) |

Building and Other Capital Improvements (Pay As You Go With State CPA)

| | | | | | | |
|--------------------------------|-----------------------------|--|----------------|----------------|----------------|------------------|
| | | Building Security Projects (Levy redirected to operations in 2014) | 100,000 | - | - | (100,000) |
| | | Book Return Box (City of Carver) | - | 5,000 | 5,000 | 5,000 |
| | | Express Library: Locker or Vending (City of Carver) | - | 30,000 | 30,000 | 30,000 |
| | | Federated Servers - Metro Fiber Collaborative | - | 80,000 | 80,000 | 80,000 |
| | | Contribution to Agricultural Society 2013 Building Projects | - | 60,000 | 60,000 | 60,000 |
| | | Sealcoating Courthouse Parking Lot (funded by deferred maintenance) | - | 65,000 | - | - |
| | | TBD Building Projects | 68,750 | - | - | (68,750) |
| | | 30-XXX-XXX-XXXX-6630 (25% of CPA not allocated to operations) | 168,750 | 240,000 | 175,000 | 6,250 |
| Fund #30 Total | 30-XXX-XXX-XXXX-66XX | | 168,750 | 240,000 | 175,000 | 6,250 |
| Levy Dollars - Fund #30 | | | 100,000 | - | - | (100,000) |

Regional Rail Authority Capital Improvements

| | | | | | | |
|--------------------------------|-----------------------------|---|----------------|----------------|----------------|----------|
| | | Contribution to County for PT FTE (Levy) | 46,000 | 36,000 | 36,000 | (10,000) |
| | | TBD Regional Rail Authority Projects (Levy) | 74,000 | 84,000 | 84,000 | 10,000 |
| | | 15-XXX-XXX-XXXX-6630 | 120,000 | 120,000 | 120,000 | - |
| Fund #30 Total | 30-XXX-XXX-XXXX-66XX | | 120,000 | 120,000 | 120,000 | - |
| Levy Dollars - Fund #15 | | | 120,000 | 120,000 | 120,000 | - |

Road & Bridge Capital Improvements

Highway Maintenance

| | | | | | |
|----------|--|----------------|----------------|----------------|----------------|
| 305-032 | Sign Replacement Project ('10 State Aid/'11 - '13 County Levy) | 125,000 | - | - | (125,000) |
| | CSAH Regular funds transfer to Fund 03 | - | 100,000 | 100,000 | 100,000 |
| | CPA funds transfer to Fund 03 | - | 210,000 | 210,000 | 210,000 |
| 307-8016 | Traffic Marking Service (County Levy) | - | 315,000 | 315,000 | 315,000 |
| | 03-304-000-0000-6520 | 125,000 | 625,000 | 625,000 | 500,000 |

Professional Services

| | | | | | |
|----------|---|------------------|------------------|------------------|------------------|
| 307-8637 | CSAH 18 Reconstruction (TH41 to Galpin) (State Aid Regular) | 221,250 | - | - | (221,250) |
| 307-8637 | CSAH 18 Reconstruction (TH41 to Galpin) (Municipal / State) | 221,250 | - | - | (221,250) |
| 307-8690 | Carver Bridge #L2526 Replacement (Municipal / State) | 100,000 | - | - | (100,000) |
| 307-8701 | CSAH 61 TB Improvements (TH101 to East County Line) (Municipal / State) | 582,137 | - | - | (582,137) |
| 307-8701 | CSAH 61 TB Improvements (TH101 to East County Line) (County Other) | 145,534 | - | - | (145,534) |
| 307-8705 | CSAH 61 Reconstruction "Y" Intersection Area (Municipal / State) | 544,000 | - | - | (544,000) |
| 307-8705 | CSAH 61 Reconstruction "Y" Intersection Area (County Other) | 136,000 | - | - | (136,000) |
| 307-8712 | CSAH 61 TB SAP 010-661-003 (Bond) | - | 1,091,507 | 1,091,507 | 1,091,507 |
| 307-8726 | TH 101 Bluff (Municipal / State) | - | 400,000 | 400,000 | 400,000 |
| | 32-307-000-0000-6680 | 1,950,171 | 1,491,507 | 1,491,507 | (458,664) |

Construction

| | | | | | |
|----------------|--|------------------|-------------------|-------------------|-------------------|
| 307-019 | Safety Set Aside (County Levy) | 175,000 | 175,000 | 175,000 | - |
| | Development Driven Road & Bridge Projects (Portion of 50% unallocated CPA) | 137,500 | 140,000 | 140,000 | 2,500 |
| 307-8345 | CSAH 50 Culver #L2787 (State Aid Regular) | - | 400,000 | 400,000 | 400,000 |
| 307-8637 | CSAH 18 Reconstruction (TH41 to Galpin) (Bond) | - | 2,300,000 | 2,300,000 | 2,300,000 |
| 307-8638 | CSAH 10 Bridge #5882 (State Aid Regular) | 750,000 | - | - | (750,000) |
| 307-8638 | CSAH 10 Bridge #5882 (State Aid Municipal) | 400,000 | - | - | (400,000) |
| 307-8638 | CSAH 10 Bridge #5882 (Bridge Bonding) | 750,000 | - | - | (750,000) |
| 307-8667 | CSAH 18 Reconstruction (State Aid Regular) | - | 800,000 | 800,000 | 800,000 |
| 307-8667 | CSAH 18 Reconstruction (Federal) | - | 4,977,600 | 4,977,600 | 4,977,600 |
| 307-8667 | CSAH 18 Reconstruction (Municipal / State) | - | 800,000 | 800,000 | 800,000 |
| 307-8669 | TH 101 Reconstruction (State Aid Regular) | 400,000 | - | - | (400,000) |
| 307-8675 | Gates and Signals at CSAH 31 and MPLRR (State Aid Regular) | 20,000 | - | - | (20,000) |
| 307-8675 | Gates and Signals at CSAH 31 and MPLRR (Federal) | 180,000 | - | - | (180,000) |
| 307-8690 | Carver Bridge #L2526 replacement (Bridge Bonding) | 500,000 | - | - | (500,000) |
| 307-8700 | TH 101 River Crossing (Municipal / State Participation) | - | 31,300,378 | 31,300,378 | 31,300,378 |
| 307-8700 | TH 101 River Crossing (Bond) | - | 2,265,378 | 2,265,378 | 2,265,378 |
| 307-8705 | CSAH 61 "Y" Intersection (Municipal / State Participation) | - | 1,203,236 | 1,203,236 | 1,203,236 |
| 307-8705 | CSAH 61 "Y" Intersection (Bond) | - | 17,732,841 | 17,732,841 | 17,732,841 |
| 307-8705 | CSAH 61 "Y" Intersection (Other) | - | 425,000 | 425,000 | 425,000 |
| 307-8711 | CSAH 10 SP 010-610-046 (Bond) | - | 1,500,000 | 1,500,000 | 1,500,000 |
| 307-8712 | CSAH 61 TB SAP 010-661-003 (Bond) | - | 5,457,534 | 5,457,534 | 5,457,534 |
| | 32-307-000-0000-6681 | 3,312,500 | 62,519,433 | 62,519,433 | 59,206,933 |

Right of Way

| | | | | | |
|----------|--|------------------|------------------|------------------|------------------|
| 307-8345 | CSAH 50 Culver #L2787 (State Aid Regular) | - | 50,000 | 50,000 | 50,000 |
| 307-8637 | CSAH 18 Reconstruction (TH41 to Galpin) (State Aid Regular) | - | 750,000 | 750,000 | 750,000 |
| 307-8637 | CSAH 18 Reconstruction (TH41 to Galpin) (Municipal / State) | - | 750,000 | 750,000 | 750,000 |
| 307-8638 | CSAH 10 Bridge #5882 (State Aid Municipal) | 200,000 | - | - | (200,000) |
| 307-8638 | CSAH 10 Bridge #5882 (Municipal / State Participation) | 200,000 | - | - | (200,000) |
| 307-8705 | CSAH 61 Reconstruction "Y" Intersection Area (Municipal / State) | 1,040,000 | - | - | (1,040,000) |
| 307-8705 | CSAH 61 Reconstruction "Y" Intersection Area (County Other) | 260,000 | - | - | (260,000) |
| 307-8711 | SP 010-610-046 CSAH 10 Reconstruction (State Aid Regular) | - | 1,200,000 | 1,200,000 | 1,200,000 |
| 307-8712 | CSAH 61 TB SAP 010-661-003 (Bond) | - | 852,740 | 852,740 | 852,740 |
| | 32-307-000-0000-6685 | 1,700,000 | 2,750,000 | 2,750,000 | 1,050,000 |

Resurfacing/Maintenance

| | | | | | |
|-----------------------|--|------------------|-------------------|-------------------|-------------------|
| 307-8000 | Resurfacing/Maintenance (County Levy) | 1,200,000 | 1,200,000 | 1,200,000 | - |
| 307-8000 | Resurfacing/Maintenance (Wheelage Tax) | - | 415,000 | 415,000 | 415,000 |
| 307-8000 | Resurfacing/Maintenance (State Aid) | 800,000 | 900,000 | 900,000 | 100,000 |
| | 32-307-000-0000-6684 | 2,000,000 | 2,515,000 | 2,515,000 | 515,000 |
| Fund #32 Total | 32-307-XXX-XXXX-66XX | 9,087,671 | 77,711,214 | 77,711,214 | 68,623,543 |

| | | | | | | |
|--|--|--|------------------|------------------|------------------|----------------|
| Road & Bridge Levy Dollars - Fund #32 | | | 1,500,000 | 1,690,000 | 1,690,000 | 190,000 |
|--|--|--|------------------|------------------|------------------|----------------|

| | | | | |
|---------------------|-----------|-----------|-----------|--------|
| Levy | 1,770,000 | 1,810,000 | 1,810,000 | 40,000 |
| Levy excluding CCRA | 1,650,000 | 1,690,000 | 1,690,000 | 40,000 |

Attachment D: 2014 Facilities, Vehicles and Equipment

| DEPT. | CIP # | DESCRIPTION | 2013 | 2014 | 2014 | Inc./Dec |
|--|--------|--|----------------|----------------|----------------|-----------------|
| | | | Approved | Requested | Recommended | |
| Administrative Services - Facilities | | | | | | |
| Building Improvements - 6640 | | | | | | |
| | 01-110 | Facilities - Manager Initiatives | 377,500 | 322,500 | 322,500 | (55,000) |
| | | Building Improvements 01-110-000-0000-6640 | 377,500 | 322,500 | 322,500 | (55,000) |
| | | Courts/Woodwork/Stain/Bench Seating | - | 15,000 | 15,000 | 15,000 |
| | | Equipment: 01-110-000-0000-6660 | - | 15,000 | 15,000 | 15,000 |
| Dept Total | | 01-110-XXX-0000-66XX | 377,500 | 337,500 | 337,500 | (40,000) |
| Administrative Services - Information Services | | | | | | |
| Manager Capital Initiatives | | | | | | |
| | | Technology - Manager Initiatives | 328,000 | 300,000 | 300,000 | (28,000) |
| | | Software: 01-049-046-0000-6600 | 328,000 | 300,000 | 300,000 | (28,000) |
| | | Total 01-049-046-0000-6600 | 328,000 | 300,000 | 300,000 | (28,000) |
| Infrastructure Services | | | | | | |
| | | \$80K Metro Fiber Network moved to Attachment C | - | - | - | - |
| | | Equipment: 01-049-046-0000-6660 | - | - | - | - |
| | | Total 01-049-060-0000-66XX | - | - | - | - |
| Client Services | | | | | | |
| | | Scanner Replacement | - | 20,000 | 20,000 | 20,000 |
| | | Equipment: 01-049-060-0000-6660 | - | 20,000 | 20,000 | 20,000 |
| | | Total 01-049-060-0000-66XX | - | 20,000 | 20,000 | 20,000 |
| Dept Total | | 01-049-XXX-XXXX-66XX | 328,000 | 320,000 | 320,000 | (8,000) |
| Administrative Services - Library | | | | | | |
| Administration | | | | | | |
| | | Furniture replacement | - | 15,000 | 15,000 | 15,000 |
| | | Self checkout replacement | - | 20,000 | 20,000 | 20,000 |
| | | Equipment: 01-014-500-0000-6660 | - | 35,000 | 35,000 | 35,000 |
| | | Total 01-014-500-0000-66XX | - | 35,000 | 35,000 | 35,000 |
| Chanhasen | | | | | | |
| | | RFID Reader for Automated Materials | - | 60,000 | - | - |
| | | Equipment: 01-014-501-0000-6660 | - | 60,000 | - | - |
| | | Total 01-014-501-0000-66XX | - | 60,000 | - | - |
| Dept Total | | 01-014-XXX-XXXX-66XX | - | 95,000 | 35,000 | 35,000 |
| Administrative Services - Administration | | | | | | |
| | | Ergonomic/adjustable height workstations/tables | - | 50,000 | 50,000 | 50,000 |
| | | Equipment: 01-0XX-000-0000-6660 | - | 50,000 | 50,000 | 50,000 |
| Dept Total | | 01-XX0-000-0000-66XX | - | 50,000 | 50,000 | 50,000 |
| Public Health & Environment - Environmental Services | | | | | | |
| | | Light Utility Truck | - | 25,000 | 25,000 | 25,000 |
| | | 01-123-130-0000-6670 | - | 25,000 | 25,000 | 25,000 |
| Public Health & Environment - Planning & Water (Paid by WMO Levy) | | | | | | |
| | | Carver County Water Mgmt. Organization Project Fund* | 123,000 | 125,000 | 125,000 | 2,000 |
| | | 01-123-157-0000-6630 | 123,000 | 125,000 | 125,000 | 2,000 |
| Division Total | | 01-123-XXX-XXXX-66XX | 123,000 | 150,000 | 150,000 | 27,000 |
| Sheriff's Office | | | | | | |
| Dive Team | | | | | | |
| | | Dive Team Van | - | 30,000 | 30,000 | 30,000 |
| | | Vehicles: 01-201-227-1651-6670 | - | 30,000 | 30,000 | 30,000 |
| | | Total Capital Outlay 01-201-227-1651 | - | 30,000 | 30,000 | 30,000 |
| Patrol | | | | | | |
| | 236-01 | Vehicles | 257,500 | 269,850 | 269,850 | 12,350 |
| | | Vehicles: 01-201-236-0000-6670 | 257,500 | 269,850 | 269,850 | 12,350 |
| | | Total Capital Outlay 01-201-236 | 257,500 | 269,850 | 269,850 | 12,350 |
| Investigation | | | | | | |
| | | Equipment: 01-201-239-0000-6655 | - | - | - | - |
| Crime Lab | | | | | | |
| | | Convection Oven | - | 18,000 | 18,000 | 18,000 |
| | | Crime Lab upgrades (\$50K funded in May 2013) | - | - | - | - |
| | | Dryers | - | 15,000 | 15,000 | 15,000 |
| | | Investigations: Forensic Computer | - | - | - | - |
| | 239- | Equipment: 01-201-239-1713-6660 | - | 33,000 | 33,000 | 33,000 |
| | | Total Capital Outlay 01-201-239 | - | 33,000 | 33,000 | 33,000 |
| 911 Communication | | | | | | |
| | 240- | MDCs and Radios | 50,000 | 50,000 | 50,000 | - |
| | | Uninterrupted Power Source (UPS) Batteries | - | 6,000 | 6,000 | 6,000 |
| | | Next Generation Phone System (equipment paid by 911 fees*) | 30,000 | 320,000 | 320,000 | 290,000 |
| | | Equipment: 01-201-240-0000-6660 | 80,000 | 376,000 | 376,000 | 296,000 |
| | | Total Capital Outlay 01-201-240 | 80,000 | 376,000 | 376,000 | 296,000 |
| Dept Total | | 01-201-XXX-XXXX-66XX | 337,500 | 708,850 | 708,850 | 371,350 |

**Public Works - Road & Bridge
Highway Maintenance**

| | | | | | |
|------------------------------|---|---------|---------|---------|-----------|
| | AVL System Costs | 20,000 | - | - | (20,000) |
| | Equipment: 03-304-000-0000-6655 | 20,000 | - | - | (20,000) |
| | AVL / GPS for plow trucks | 20,000 | 20,000 | 20,000 | - |
| | Equipment: 03-304-000-0000-6660 | 20,000 | 20,000 | 20,000 | - |
| 305-003 | Semi Tractor | - | - | - | - |
| 305-020 | Pickups (2) | 71,500 | 55,000 | 55,000 | (16,500) |
| | Pickup (Maint) - CSAH | - | 30,000 | 30,000 | 30,000 |
| 305-003 | Tandem - levy | - | 30,000 | 30,000 | 30,000 |
| | Tandem - CSAH | - | 10,000 | 10,000 | 10,000 |
| | Tandem - CPA | - | 210,000 | 210,000 | 210,000 |
| | Sign Truck | - | - | - | - |
| | JetVac (NON LEVY FUNDS) | 106,000 | - | - | (106,000) |
| | Hwy Vehicles: 03-304-000-0000-6670 | 177,500 | 335,000 | 335,000 | 157,500 |
| | Cracksealing Melter Kettle | 36,000 | - | - | (36,000) |
| | Dozer | - | - | - | - |
| | End Dump Trailer | - | - | - | - |
| | Tractor Mower - CSAH | - | 70,000 | 70,000 | 70,000 |
| | Brush Chipper - CSAH | - | 50,000 | 50,000 | 50,000 |
| | Tanker Trailer | 50,000 | - | - | (50,000) |
| | Trailer Message Boards (NON LEVY FUNDS) | 40,000 | - | - | (40,000) |
| | Air Compressor | 30,000 | - | - | (30,000) |
| 305-014 | Kickoff Broom Sweeper | - | - | - | - |
| | Excavator Quick Disconnect | - | - | - | - |
| | Hwy Eq: 03-304-000-0000-6690 | 156,000 | 120,000 | 120,000 | (36,000) |
| | Total Capital Outlay: 03-304 | 373,500 | 475,000 | 475,000 | 101,500 |
| Equipment Maintenance | | | | | |
| | Fleet Management | 10,000 | - | - | (10,000) |
| | Software: 03-306-000-0000-6655 | 10,000 | - | - | (10,000) |
| | Portable Hoist | - | - | - | - |
| | Equipment: 03-306-000-0000-6660 | - | - | - | - |
| | Total Capital Outlay 03-306 | 10,000 | - | - | (10,000) |
| Surveyor | | | | | |
| | Digital Level | 16,000 | - | - | (16,000) |
| | Equipment Maint: 03-310-000-0000-6660 | 16,000 | - | - | (16,000) |
| | Total Capital Outlay 03-310 | 16,000 | - | - | (16,000) |
| Dept Total | 03-XXX-XXX-XXXX-66XX | 399,500 | 475,000 | 475,000 | 75,500 |

**Public Works - Parks
Administration**

| | | | | | |
|------------------------|--|--------|--------|--------|----------|
| | Park Maintenance Projects (paid by increase in park permit fees*) | 26,000 | 26,000 | 26,000 | - |
| | Site Improvements: 01-520-000-0000-6610 | 26,000 | 26,000 | 26,000 | - |
| | Trail Maintenance Blower | - | - | - | - |
| | Disc Mower | - | - | - | - |
| | Skid Loader | 60,000 | - | - | (60,000) |
| | Utility Vehicle | 13,000 | - | - | (13,000) |
| | Equipment: 01-520-000-0000-6660 | 73,000 | - | - | (73,000) |
| | Pickup | - | 45,000 | 45,000 | 45,000 |
| | Vehicles: 01-520-000-0000-6670 | - | 45,000 | 45,000 | 45,000 |
| Dept Total | 01-520-XXX-0000-66XX | 99,000 | 71,000 | 71,000 | (28,000) |
| Social Services | | | | | |
| | Home & Community Based Care Dept. Electronic Document Management Software (non-levy funds) | - | 50,000 | 50,000 | 50,000 |
| | Software 11-422-700-0000-6655 | - | 50,000 | 50,000 | 50,000 |
| | Replacement Client Transport Vehicles (1 @ \$25,000) | 25,000 | 25,000 | 25,000 | - |
| | Vehicles 11-405-700-XXXX-6670 | 25,000 | 25,000 | 25,000 | - |
| Dept Total | 11-XXX-XXX-XXXX-66XX | 25,000 | 75,000 | 75,000 | 50,000 |

| | | | | | | |
|----------------------|------------------------------------|---------------------|---------------------|---------------------|--------------------|-----------|
| County Totals | | 1,689,500 | 2,282,350 | 2,222,350 | 482,850 | 532,850 |
| | *Non-Levy Dollars Available to Pay | <u>(325,000)</u> | <u>(891,000)</u> | <u>(891,000)</u> | <u>(566,000)</u> | (566,000) |
| | Net Levy Dollars Needed | \$ 1,364,500 | \$ 1,391,350 | \$ 1,331,350 | \$ (33,150) | (33,150) |

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2014**

2014

| DIVISION - DEPT. | DESCRIPTION | 2013 Budget | Recommended | Inc./Dec |
|--|--|---------------|---------------|--------------|
| Commissioners | | | | |
| | AMC Annual Conference (5) | 4,000 | | (4,000) |
| | AMC Legislative (1) | 500 | | (500) |
| | Health Conference (1) | 900 | | (900) |
| | MICA | 250 | | (250) |
| | National Conferences | | | |
| | 2 Transportation Fly-ins (1 attends each) | 3,000 | | (3,000) |
| | NACO Legislative (1) | 2,000 | | (2,000) |
| | NACO Annual (1) | 2,000 | | (2,000) |
| | Miscellaneous - One day conferences (5) | 970 | | (970) |
| | Retreat | 1,000 | | (1,000) |
| | This includes funding for five Board members for various conferences and training throughout the year, including out of state conferences they may attend. | | 20,000 | 20,000 |
| Total- Commissioners | 01-001-000-0000-6332 | 14,620 | 20,000 | 5,380 |
| County Administration | | | | |
| | AMC Annual Conference | 650 | 700 | 50 |
| | MCMA/MACA Annual | 725 | 725 | - |
| | MACA Fall | 475 | 475 | - |
| | NACO/ICMA National | 2,000 | 2,000 | - |
| | Misc.- Administrator/staff | 250 | 200 | (50) |
| Total- County Administration | 01-030-000-0000-6332 | 4,100 | 4,100 | - |
| Administrative Services - Administration | | | | |
| | APMP Meetings | 200 | 200 | - |
| | MCMA/MACA Annual Conference | 1,350 | 1,350 | - |
| | ICMA National Conference | 3,600 | 3,600 | - |
| | Misc. Training | 1,500 | 1,500 | - |
| Total- Administration | 01-048-000-0000-6332 | 6,650 | 6,650 | - |
| Administrative Services - Facilities | | | | |
| Facilities Management | | | | |
| | Boiler Chemical - Water Treatment - Electrical | 1,800 | 1,800 | - |
| | Siemens Control Apogee Training | 1,000 | 1,000 | - |
| | Amag Security | 1,800 | 1,800 | - |
| | IFMA - Local | 700 | 700 | - |
| | IFMA National | 1,800 | 1,800 | - |
| Total- Facilities | 01-110-000-0000-6332 | 7,100 | 7,100 | - |
| Administrative Services - Info Information Technology | | | | |
| Technical Services | | | | |
| | Sr. System Engineer - MCSE | 2,400 | 2,400 | - |
| | Sr. System Engineer - VMWare World (out of State) | 1,000 | 1,000 | - |
| | System Engineer - Technical Conference | 3,400 | 3,400 | - |
| | Support Analyst - MCDST Certification | 1,400 | 1,400 | - |
| | Tech. Supervisor - Data Center Conference (out of State) | 2,400 | 2,400 | - |
| | 01-049-046-0000-6332 | 10,600 | 10,600 | - |
| Central Services | | | | |
| | Clerical Support and SharePoint | 1,000 | 1,000 | - |
| | 01-049-060-0000-6332 | 1,000 | 1,000 | - |
| Records Management | | | | |
| | ARMA National Fall Conf. (out of state) | 2,000 | 2,000 | - |
| | ARMA State Conf, | 500 | 500 | - |
| | On Base (out of state) | 3,500 | 3,500 | - |
| | 01-049-061-0000-6332 | 6,000 | 6,000 | - |
| GIS | | | | |
| | ESRI International Conf. (out of state) | 2,000 | 2,000 | - |
| | GIS Training - Local | 2,400 | 2,400 | - |
| | ESRI Developers Summit (2 out of state) | 4,600 | 4,600 | - |
| | MN GIS/LIS Conf. | 1,200 | 1,200 | - |
| | 01-049-062-0000-6332 | 10,200 | 10,200 | - |
| WEB | | | | |
| | Web and SharePoint (2 out of state) | 3,000 | 3,000 | - |
| | Share Point Development | 4,300 | 4,300 | - |
| | 01-049-066-0000-6332 | 7,300 | 7,300 | - |

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2014**

| DIVISION - DEPT. | DESCRIPTION | 2014 | | |
|--|---|-------------|-------------|----------|
| | | 2013 Budget | Recommended | Inc./Dec |
| DBA | DBA Training | 2,000 | 2,000 | - |
| | 01-049-064-0000-6332 | 2,000 | 2,000 | - |
| PMO | Proj. Management Trng. | 5,450 | 5,450 | - |
| | Business Analyst Trng. | 1,500 | 1,500 | - |
| | PMO Office Practices | 400 | 400 | - |
| | Supervisory Trng. | 600 | 600 | - |
| | 01-049-063-0000-6332 | 7,950 | 7,950 | - |
| Total- Information Tech | 01-049-XXX-XXXX-6332 | 45,050 | 45,050 | - |
| Administrative Services - Library | | | | |
| | Professional staff YALSA Executive Committee American Library Association Conference-mid winter January 2014, Philadelphia, PA | 1,000 | 1,000 | - |
| | American Library Association Annual Conference June 2014, Las Vegas, NV | 2,500 | 1,000 | (1,500) |
| | 2014 Public Library Association March 2014, Indianapolis, IN | | 2,300 | 2,300 |
| | 2014 IJG Meeting April 2014, Detroit, MI | 1,500 | 1,200 | (300) |
| | Minnesota Library Association Conference October 2014, Mankato, MN | 2,000 | 1,500 | (500) |
| | Additional Staff Training (SharePoint, Lean mgmt. training, etc.) | 1,000 | 1,000 | - |
| Total- Library | 01-014-500-0000-6332 | 8,000 | 8,000 | - |
| Administrative Services - University of Minnesota Extension | | | | |
| | Support Staff Training | - | - | - |
| Total- University of MN Ext. | 01-601-000-0000-6332 | - | - | - |
| Administrative Services - Veteran Services | | | | |
| | 120 National County Veterans Service Officer Conference at Grand Rapids, Michigan June 7-11, 2014 | 1,500 | 1,500 | - |
| | 120 Minnesota County Veterans Service Officer Conference at Nissawa, Minnesota - Sept. 8-10, 2014 | 1,000 | 1,000 | - |
| | 120 County Veterans Service Officer Assistant's & Secretary Association Conference at St. Cloud, Minnesota - Sept. 22-24, 2014 | 500 | 500 | - |
| Total- Veteran Services | 01-120-000-0000-6332 | 3,000 | 3,000 | - |
| Attorney | | | | |
| | This partially includes funds for rigorous, hands-on trial advocacy for new attorneys paid for by U.S. Department of Justice dollars to the national training center in South Carolina. This also includes continued training for existing staff. | 11,000 | 11,000 | - |
| Total- Attorney | | 11,000 | 11,000 | - |
| Court Services - Probation | | | | |
| | Correctional Evidence-Based Practices (LS/CMI, YLS, MI, Case Planning, etc.) | 1,000 | 500 | (500) |
| | Cognitive Skills Training & Offender Programming (local & out-of-state) | 350 | 1,000 | 650 |
| | APPA National Probation Training Institutes (out-of-state) | 2,400 | 2,800 | 400 |
| | MN Association of County Probation Officers (MACPO) - Spring Conference | 1,000 | 1,000 | - |
| | MACPO Regional Training for Probation Officers | - | 250 | 250 |
| | Supervision Strategies & Facilitation Skills for Probation Officers | 650 | 100 | (550) |
| | Minnesota Corrections Association (MCA) - Fall Institute | 600 | 750 | 150 |
| | Female Offender Conference | - | 100 | 100 |
| Total- Court Services | 01-252-XXX-XXXX-6332 | 6,000 | 6,500 | 500 |

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2014**

2014

| DIVISION - DEPT. | DESCRIPTION | 2013 Budget | Recommended | Inc./Dec |
|--|--|---------------|---------------|----------------|
| Employee Relations - Personnel Services | | | | |
| | MACHRMA Spring Conference | 300 | 300 | - |
| | MACHRMA Fall Conference | 400 | 400 | - |
| | MPELRA Summer Conference | 500 | 500 | - |
| | MPELRA Winter Session | 200 | 200 | - |
| | ADA, WC, FMLA, COBRA | 300 | 300 | - |
| | SHRM Seminars | 200 | 200 | - |
| | Support, MCIT Seminars | 600 | 600 | - |
| | Legal Update Seminars | 900 | 900 | - |
| | NPELRA or IPMA Out-of-State Conference | 2,000 | 2,000 | - |
| | IPMA Local, Regional or National Conference | 600 | 600 | - |
| | PRIMA National Conference | 2,000 | 2,000 | - |
| Total- Employee Relations | 01-050-000-0000-6332 | 8,000 | 8,000 | - |
| Finance | | | | |
| | National GFOA Conference (2), Out-of-State | 3,100 | 3,100 | - |
| | Minnesota GFOA Conference (2) | 2,200 | 2,200 | - |
| | MCCC Annual Conference | 1,250 | 1,250 | - |
| | Grant Workshop/Training | 1,000 | 1,000 | - |
| | Additional Staff Training (IFS, Year-end) | 1,250 | 1,250 | - |
| | Treasurer's Mid-Year Conference | 750 | 750 | - |
| Total- Finance | 01-045-000-0000-6332 | 9,550 | 9,550 | - |
| Property Records & Taxpayer Services - Taxpayer Services Administration | | | | |
| | MN Assoc. of County Officers | 750 | 750 | - |
| | MN Assoc. of County Auditors | 1,600 | 1,600 | - |
| | Tax Training /Dept. Revenue | 1,500 | 1,500 | - |
| | MCCC Conference | 1,500 | 1,500 | - |
| | Staff Training | 4,150 | 2,150 | (2,000) |
| | 01-040-040-0000-6332 | 9,500 | 7,500 | (2,000) |
| License Center | | | | |
| | MN Assoc. of County Officers | 600 | 600 | - |
| | Deputy Registrar Annual Meeting | 600 | 600 | - |
| | Staff Training | 800 | 800 | - |
| | 01-040-055-0000-6332 | 2,000 | 2,000 | - |
| Elections | | | | |
| | MN Assoc. of County Officers | 600 | 600 | - |
| | Sec. of State Training | 600 | 600 | - |
| | Staff Training | 600 | 600 | - |
| | 01-040-065-0000-6332 | 1,800 | 1,800 | - |
| Total- Taxpayer Services | 01-040-XXX-XXXX-6332 | 13,300 | 11,300 | (2,000) |
| Property Records & Taxpayer Services - Property Assessment | | | | |
| | MAAO Fall Conference | 1,220 | 1,220 | - |
| | MAAO Seminars | 700 | 700 | - |
| | CLE Seminars | 750 | 750 | - |
| | MCCC Annual Conference | 500 | 500 | - |
| | Appraisal Training | 3,400 | 5,400 | 2,000 |
| Total- Property Assessment | 01-047-000-0000-6332 | 6,570 | 8,570 | 2,000 |
| Property Records & Taxpayer Services - Property Records | | | | |
| | MN Association of County Officers | 2,000 | 2,000 | - |
| | Recorder's Conference | 2,000 | 2,000 | - |
| | Examiner of Titles Training | 500 | 500 | - |
| | Staff Training | 1,089 | 1,089 | - |
| Total- Property Records | 01-100-000-0000-6332 | 5,589 | 5,589 | - |
| Public Health & Environment - Administration | | | | |
| | AMC State Conference | 325 | 325 | - |
| | Land Use, Environmental or Water Resource issues workshop or seminar | 475 | 475 | - |
| | 01-123-000-XXXX-6332 | 800 | 800 | - |

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2014**

| DIVISION - DEPT. | DESCRIPTION | 2014 | | |
|---|--|--------------|--------------|----------------|
| | | 2013 Budget | Recommended | Inc./Dec |
| Public Health & Environment - Land Management | | | | |
| | Planning/Zoning Administrators workshop or conference | 700 | 700 | - |
| | Tuition Reimbursement | 400 | 200 | (200) |
| | Continuing Education - Building Plan Technician Certification | 500 | 300 | (200) |
| | CRM Training | - | 400 | 400 |
| | 01-123-160-XXXX-6332 | 1,600 | 1,600 | - |
| Public Health & Environment - Environmental Services | | | | |
| Administration | | | | |
| | Annual Agricultural Inspectors Conference | 300 | 300 | - |
| | Annual MPCA Sewage Treatment System Con. Education | 400 | 400 | - |
| | Annual MPCA County Feedlot Officers Training | 400 | 400 | - |
| | Misc. professional conferences or work related tuition reimbursement | 400 | 400 | - |
| | National Environmental Health Assoc. Conference [Out of State] / or tuition reimbursement - Manager | 1,000 | 1,000 | - |
| | Feedlot and Water Quality misc. conferences | 1,000 | 1,000 | - |
| Solid Waste | | | | |
| | RAM/SWANA Annual Conference [2] | 450 | 450 | - |
| | SWAA Annual conference | 300 | 300 | - |
| | Misc. special issue conferences | 450 | 450 | - |
| | National Household Hazardous Waste or Product Stewardship Conf. [Out of State] - potentially Great Lakes Product Stewardship Initiative, National Product Stewardship Council | 500 | 500 | - |
| Industrial Hazardous Waste | | | | |
| | National Hazardous Waste Conference [Out of State] - potentially CHMM | 300 | 500 | 200 |
| | MN GroundWater Conference | 150 | 150 | - |
| | Misc. special issue conferences | 400 | 400 | - |
| | Management Training [Senior Environmentalist] | 200 | - | (200) |
| | OSHA/Safety Training | 300 | 300 | - |
| | 01-123-130-0000-6332 | 6,550 | 6,550 | - |
| Public Health & Environment - Planning & Water Management | | | | |
| | Various water related, ISTS, WCA, Erosion Control Conferences, seminars, training sessions | 750 | 750 | - |
| | ESRI Annual User Conference - Out of State | 1,200 | 1,200 | - |
| | Misc. Professional conferences or Tuition Reimbursement | 250 | 250 | - |
| | Annual Water Planner's Conference | 350 | 350 | - |
| | GIS Conference & Training | 300 | 300 | - |
| | National (Out of State) or State/Local CRM Training | 1,500 | 1,500 | - |
| | National (Out of State) or State Water & Planning conference: potential Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., State Water Resources, State MNAPA or State MECA, National LID Symposium | 1,550 | 1,550 | - |
| | 01-123-123-XXXX-6332 | 5,900 | 5,900 | - |
| Public Health & Environment - Emergency Management (moved to Sheriff's Office and Public | | | | |
| Emergency Management <i>moved to Sheriff's Office</i> | | | | |
| Public Health Preparedness <i>moved to Public Health</i> | | | | |
| | NACCHO National Preparedness Conf. - Out of State | 1,800 | - | (1,800) |
| | Incident Command System Training | 200 | - | (200) |
| | In-State Training for Public Health Preparedness | 450 | - | (450) |
| | 01-280-XXX-XXXX-6332 | 2,450 | - | (2,450) |
| Public Health & Environment - Public Health | | | | |
| Public Health Department - Leadership | | | | |
| | National Public Health Conference - Out of State: potentially NACCHO, APHA, ASTHO or other public health focused conference | 1,420 | 1,400 | (20) |
| | AMC State Conference | 320 | 300 | (20) |
| | CHS State Conference | 1,500 | 1,500 | - |
| | LPHA State Conference | | | - |
| | Minnesota E-Health Summit | 450 | 450 | - |
| | CPHEO Public Health Institute Seminars | 1,000 | 1,000 | - |
| | Staff Tuition Reimbursement | 3,000 | - | (3,000) |
| | Staff Development Trainings | 750 | 750 | - |

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2014**

| DIVISION - DEPT. | DESCRIPTION | 2014 | | |
|--|---|---------------|---------------|----------------|
| | | 2013 Budget | Recommended | Inc./Dec |
| Family Health and Disease Prevention & Control Unit | | | | |
| | Training for Maternal & Child Health | 1,500 | 1,200 | (300) |
| | Training for Youth Development/Family Home Visiting | 1,000 | 1,000 | - |
| | Training for Disease Prevention & Control | 2,000 | 2,000 | - |
| | National Conference - Out of State: focused on Family Health, Family Home Visiting, DP&C or Immunizations | 4,500 | 4,500 | - |
| Planning & Promotion Unit | | | | |
| | Health Promotion Focused Conference - Out of State | 2,300 | 5,000 | 2,700 |
| | Aging Focused Conference - Out of State | 1,200 | 1,500 | 300 |
| | ESRI Annual User conference - Out of State | 1,400 | - | (1,400) |
| | NACCHO National Conference - Out of State | - | 1,500 | 1,500 |
| | Planning and Health Promotion Workshops and Seminars | 3,000 | 3,000 | - |
| | GIS Conference & Training | 660 | 800 | 140 |
| | Public Health Emergency Preparedness Training | - | 450 | 450 |
| | 01-460-XXX-XXXX-6332 | 26,000 | 26,350 | 350 |
| Total- Public Health & Environment | | 43,300 | 41,200 | (2,100) |
| Public Works - Road & Bridge Administration | | | | |
| | MCEA Institute | 500 | 500 | - |
| | Highway Accountants Conference (2) | 800 | 800 | - |
| | AMC Annual Conference | 550 | 550 | - |
| | NACE Annual Conference | 1,450 | 1,450 | - |
| | MTA Fly In | 1,300 | 1,300 | - |
| | MTA Annual Meeting | 100 | 100 | - |
| | MAPA (MN Asphalt Pavement Assoc.) | 100 | 100 | - |
| | Miscellaneous | 1,200 | 1,700 | 500 |
| | 03-301-000-0000-6332 | 6,000 | 6,500 | 500 |
| Engineering | | | | |
| | MCEA Institute | 1,500 | 2,000 | 500 |
| | Sign Seminar (3) | 300 | 300 | - |
| | Engineering Tech. Certification (10) | 1,000 | 1,000 | - |
| | MISC. - Bituminous, Wetlands, Water | 3,000 | 3,000 | - |
| | Pavement, Fleet, Web Site, GASB 34, Wetland, ROW | 3,000 | 2,500 | (500) |
| | Miscellaneous Training - CADD Applications | 7,200 | 4,200 | (3,000) |
| | 03-303-000-0000-6332 | 16,000 | 13,000 | (3,000) |
| Highway Maintenance | | | | |
| | Examples: Safety & Wellness Conferences Equipment Training, Snow Rodeo, Pesticide | 6,000 | 6,000 | - |
| | 03-304-000-0000-6332 | 6,000 | 6,000 | - |
| Equipment Maintenance | | | | |
| | Hydraulic, Electrical, & Welding Training | 4,000 | 5,000 | 1,000 |
| | 03-306-000-0000-6332 | 4,000 | 5,000 | 1,000 |
| Surveyor | | | | |
| | MSPS Conference | 1,500 | 1,500 | - |
| | MSPS Conference / Seminar | 1,500 | 1,500 | - |
| | ERSI Conference, San Diego | 4,500 | 2,500 | (2,000) |
| | GIS / LIS Training, ERSI Classes | 1,000 | 1,000 | - |
| | Certified Survey Tech | 500 | 500 | - |
| | GIS / LIS Conference | 600 | 600 | - |
| | 03-310-000-0000-6332 | 9,600 | 7,600 | (2,000) |
| Total- Public Works | | 41,600 | 38,100 | (3,500) |
| Public Works - Parks | | | | |
| | MRPA Annual Conference | 1,200 | 1,200 | - |
| | MN Shade Tree Short | 100 | 100 | - |
| | MRPA Seminars | 100 | 100 | - |
| | Park Supervisor Seminars | 100 | 100 | - |
| | National Park Institute (Out of State) | 1,200 | 1,200 | - |
| Total- Parks | 01-520-000-0000-6332 | 2,700 | 2,700 | - |

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2014**

| DIVISION - DEPT. | DESCRIPTION | 2014 | | |
|---|--|--|--|--|
| | | 2013 Budget | Recommended | Inc./Dec |
| Sheriff's Office | | | | |
| Administrative Services Division | Clerical Support (15) MSA Summer Conference, MSA Winter Conference State MN Emergency Management Certification Administrative Services Manager (PLEAA Conference) Sheriff MSA Jail Conference Chief Deputy | 6,200 | 6,200 | - |
| Jail Services Division | Jail Training-Conf, Mgmt. Training, etc. Jail Nurse's Conf, West Central Jail Conf, | 9,000 | 9,000 | - |
| Operation Services Division | Investigation Division Crime Technician School Resource Officer/Gangs/Bike Patrol SERT | 10,340 | 10,340 | - |
| Patrol Services Division | Training - State POST, OSHA mandated, Elective, 1st Responder, PRISIM, ADA, etc. Traffic Safety/Criminal Interdiction/Weights/Scales K-9 Trials and Certifications Supervisor Development | 12,220 | 20,220 | 8,000 |
| Support Services Division | ATV Civil Process Warrants Dive Team Community Service Officers (CSO) Court/Bailiffs Reserves Rec Services - Water Patrol Snowmobile Training -In House Entire Office - Sex Harr, Cult Div., 1st Aid Instructor Courses-recertification, etc. Supervisory - Sgt & Cpl ILEETA Conference Outstate - Chicago, IL (1) 01-201-201-1603-6332 | 11,706 | 11,706 | - |
| Emergency Management (located in PH&E Division in 2013)- \$3,600 | AMEM Emergency Management Conference Governor's Emergency Mgmt. Conf. Emergency Management Training Hazardous Materials Training Staff Tuition Reimbursement 01-201-280-000-6332 | 1,500 600 600 900 5,100 8,700 | 1,500 600 600 900 - 3,600 | - - - - (5,100) (5,100) |
| Conceal & Carry- | Conceal & Carry-reserve fund 02-202-000-1685-6332 | 700 700 | 1,700 1,700 | 1,000 1,000 |
| Reserves- | Reserves 02-204-000-0000-6332 | 1,000 1,000 | 1,000 1,000 | - - |
| Explorers - \$1,800 | Explorers 02-205-000-0000-6332 | 2,750 2,750 | 2,750 2,750 | - - |
| Posse - \$3,750 | Posse Training 02-203-000-0000-6332 | 3,750 3,750 | 3,750 3,750 | - - |
| 911 Communication - \$7,680 | Communications APCO/NENA MSA State Conference-(6) 02-911-000-0000-6332 | 4,200 3,480 7,680 | 4,200 3,480 7,680 | - - - |
| Total- Sheriff | 01-201-XXX-XXXX-6332 | 74,046 | 77,946 | 2,900 |

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2014**

2014

| DIVISION - DEPT. | DESCRIPTION | 2013 Budget | Recommended | Inc./Dec |
|-------------------------------|--|----------------|----------------|--------------|
| Social Services | | | | |
| | National Child Protection Training Center Annual Conf - Out of State | - | 1,200 | 1,200 |
| | Workforce Conference - Out of State - Out of State - 1 | 850 | 1,400 | 550 |
| | National Eligibility Workers Assoc Conf - Out of State - 2 | 850 | 2,600 | 1,750 |
| | National Child Support Assoc Conf Out of State - 1 | 1,800 | 1,200 | (600) |
| | National Child Support Assoc Conf Out of State - 2 - County Attorney | - | 1,800 | 1,800 |
| | OJJDP Regional Training - Out of State - 2 | 1,200 | 1,200 | - |
| | Midwest Conf on Child Sexual Abuse - Out of State - 2 | 1,055 | 1,055 | - |
| | MPTA Conference - Out of State | 1,000 | - | (1,000) |
| | International Conf on Violence, Abuse & Trauma - Out of State - 1 | - | 1,000 | 1,000 |
| | National Assoc of County Behavioral Health & DD Directors - Out of State | - | 900 | 900 |
| | Open Minds - Management & Executive Education Seminars - Out of State | - | 750 | 750 |
| | Emergency Psychiatry Annual Conference - Out of State | 531 | 550 | 19 |
| | Solution Focused Brief Therapy National Conference - Out of State | 1,200 | 1,200 | - |
| | Susie Essex Workshop on Denied Child Abuse - Holland | 4,500 | - | (4,500) |
| | International Signs of Safety Garthering - England - Out of State - 4 | - | 6,000 | 6,000 |
| | National Attachment Conference - Out of State - 1 | 1,800 | 1,800 | - |
| | National Symposium on Child Abuse | 750 | - | (750) |
| | National Conference Community on Behavior Health | 900 | 900 | - |
| | Compassion & Choices Conference | 850 | 850 | - |
| | Conferences within State | 51,197 | 45,072 | (6,125) |
| Total- Social Services | 11-XXX-XXX-XXXX-6332 | 68,483 | 69,477 | 994 |
| County Totals | | 378,658 | 383,832 | 4,174 |



CARVER
COUNTY

2015 & Beyond Long-Term Financial Plan

Expected to be Adopted December 17, 2013

EXECUTIVE SUMMARY

The 2015 (& Beyond) Long Term Financial Plan (the “Plan”), along with the 2014 Annual Budget, will fulfill the County Board’s direction to “connect financial strategies to the County’s short and long-term strategic goals and objectives.” The Plan is not a budget but rather a non-binding assertion of future intent. Ideally, individual elements of the Plan will systematically be rolled forward each year until they are brought into the Annual Budget process for approval and implementation.

The Administrator’s Recommended Plan will focus on the four areas which will significantly impact the future property tax levy and budgets:

- A. Capital Improvement Plans for New Capital Projects
- B. Replacement Schedule for Facilities, Vehicles and Equipment
- C. Bond Sales and Debt Service
- D. Operating Budget Financial Challenges.

A. Capital Improvement Plans (CIPs):

CIP Revenue Summary:

Road & Bridge Tax Levy: The County Board approved road & bridge tax levy of \$1.7 million is primarily used for road and bridge annual maintenance. The County Board also approves a \$2.9 million debt service levy for bond sales that financed road and bridge projects. Federal, State, Regional and Local dollars provide the majority of the funding for road and bridge capital projects. The Long-Term Plan expects to capture a portion of the County’s increasing tax base from new construction to finance future road and bridge projects. This increase in the Road & Bridge Levy is expected to be sustainable since it will be generated by capturing a portion of the tax based created by new construction in the previous year.

State County Program Aid (CPA):

The Recommended 2014 Budget has approximately \$700,000 in unallocated 2014 CPA which will be directed to the CIPs according to the below percentages:

| | |
|------------|-------------------|
| 50% | Road & Bridge CIP |
| 25% | Park & Trail CIP |
| <u>25%</u> | Building CIP |
| 100% | Total State CPA |

For future Budgets, it is expected the \$2.2 million of State CPA in the General Fund 2014 Budget be reduced by \$200,000 with a corresponding increase to the CIPs over the next 11 years.

State Sales Tax “Legacy Funds:” The 2008 State Legislature increased the State sales tax and allocated a portion of the new revenue to expand parks and trails throughout the State. The County’s share of these new funds is expected to

be around \$250,000 each year. These funds, commonly referred to as “Legacy Funds,” are being used for the local match to Federal Grants for both phases of the Dakota Line Rail-to-Trail Project, the Lake Minnewashta Underpass, Trail and Road Paving project and the 2015 UP Line Trail project.

Metropolitan Council Reimbursement for Park Land Acquisition: The County is currently reimbursed 100% from the Metropolitan Council for parkland acquisitions that are included in the County’s Regional Park Master Plan. The reimbursement formula is currently up to \$1.5 million of the purchase price reimbursed at the land acquisition closing and then a biannual reimbursement of up to \$375,000. Based on the current reimbursement formula, the County will be waiting until 2025 for full reimbursement for park land acquisitions from the Met Council.

CIP Summaries:

Buildings CIP: The next major building capital project is expected to be furnishing of a new 5,000 sq. ft. City of Victoria library in 2015. The expected one-time cost to the County is approximately \$550,000 funded by Year End Savings reserves with ongoing costs of \$175,000 added to the 2015 operating budget.

The next major phase of building capital projects is scheduled for 2020. These Phase II building projects include:

- 6th Courtroom being added to the Justice Center
- Government Center Administrative West Building remodel, and
- Furnishing a new library in Carver.

To better serve the expected growth in the county’s population and tax base, two 20,000 sq. ft. buildings located in cities to the West of the Chaska Courthouse Campus are planned for 2030 and 2040.

A funding source for the 2020 and beyond building projects has not been identified at this time.

Roads & Bridges CIP: The 2030 Comprehensive Plan identifies \$840 million of road and bridge projects to meet the needs of the projected growth in population and employment in the next 20 years. Road and bridge needs include preservation (overlays), bridge replacement, safety enhancements (turn lanes, traffic signals, roundabouts, etc.), system expansion (added lanes), system connectivity (new roads and bridges), and reconstruction (rebuilding existing core roads without adding lanes). A Road and Bridge CIP was developed to fund preservation, bridge replacement and safety enhancement goals as well as partially fund high priority expansion, connectivity and other emerging regionally significant projects.

Parks and Trails CIP: This CIP was primarily established to acquire the final three land parcels in 2013 for the Lake Waconia Regional Park. The CIP will now focus on sustainability projects to maintain the County's existing park and trail system as well as the next round of park and trail development projects. Additional resources may need to be identified in order to complete park and trail development projects on a timely basis. Options to address this potential financing gap are being developed by the Park Board and County staff.

Lake Waconia Event Center CIP: In 2008, the County advance-funded for the Met Council a \$2.4 million purchase of the Lake Waconia Ballroom property consistent with the Lake Waconia Regional Park Master Plan. As part of the advanced-funding agreement, the County will be reimbursed by the Met Council for 100% of the purchase price over the next several years. Subsequent to the land purchase, the County Board received permission from the Met Council to lease out the building to be operated as the Waconia Event Center. The rent from the lease agreement is expected to cover all costs the County incurs from owning the building. Any additional rent over above the building costs are restricted by the Met Council advance-funding agreement and therefore must be spent within the Lake Waconia Regional Park.

Regional Rail Authority CIP: The Carver County Regional Rail Authority oversees designated rail transportation corridors in Carver County. Rail authority funds are used for land stewardship to maintain rail transportation corridors for future transportation uses. The primary funding source for this CIP is the Regional Rail Authority \$120,000 tax levy. To maintain the railroad corridor trails, a part-time maintenance worker was approved in the 2013 Budget with 50% funding provided by the Rail Authority levy.

B. Replacement Schedule for Facilities, Vehicles and Equipment

The Administrator's Recommended 2014 Budget includes levy funding for the purchase of just over \$1.3 million for facilities, vehicles and equipment replacement. The Plan has a replacement schedule for Facilities, Vehicles and Equipment based on division requests for 2015-2019 tax levy dollars that average just over \$1.7 million a year. The Plan to close this funding gap is a \$100,000 increase in levy support for facilities, vehicles and equipment replacement over the next four years.

C. Bond Sales and Debt Service

The Plan identifies the necessary financial capacity for the County's road and bridge, park and trail, and buildings for the next 10 to 15 years

The County is currently planning a \$76.1 million Hwy 101/Y/61 project. The County Board designated \$3 million of reserves from 2011 and \$1 million from 2012, primarily resulting from vacancy savings. The 2013 Budget set aside \$425,000 of new debt service levy and the 2014 Budget is recommending another \$1.1 million of new debt service levy for this project.

In addition in 2015, the County's total debt service decreases by \$1.3 million as the portion of a bond will be paid off in 2014. This Plan anticipates the Board continuing this levy for 2015 and beyond to complete the financing for the \$31.2 million 2014 bond sale for this project. Any debt service levy that is not needed for the 101/Y/61 project is expected to be split according to County Board policy as follows: 50% to the Road and Bridge CIP, 25% to the Parks and Trail CIP and 25% to the Buildings CIP.

Pay-as-you-go financing is the Board's preference for financing Building and Park & Trail projects. Thus, there are no current plans to issue debt in either the Building CIP or the Park & Trail CIP.

D. Operating Budget Financial Challenges

- Personnel costs are the largest and have been the fastest growing portion of the County's Budget. This Plan identifies three strategies for addressing this potentially budget-busting cost driver.
- Allocating resources to implement the County's 2030 Comprehensive Plan is emerging as an operating budget finance challenge. This Plan identifies strategies for future budget financial challenges related to developer driven road & bridge projects, affordable housing and encouraging economic development.

The County Board carries the ultimate budget authority. The 2014 Annual Budget and the 2015 (and Beyond) Long-Term Financial Plan are expected to be approved at the December 17, 2013 County Board meeting.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to set the Preliminary 2014 Carver County Water Management Organization Levy

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

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

The levy request below is for the special taxing district making up the CCWMO. The levy consists of funds for projects plus general operating expenses. Attached is a list of recommended projects for 2014. A \$2,000 increase is included in the project budget. An additional \$30,000 increase is included to fund the Carver County Aquatic Invasive Species (AIS) Program.

General operating expenses include staff time, Carver Soil & Water Conservation District (SWCD) allocation, general engineering, development review expenses, training, mileage, equipment repair & maintenance, per diem for Water, Environment, & Natural Resource (WENR) Committee meetings, educational expenses, and the Low Impact Conservation fund.

The comparison from 2013 to 2014 shows a 6 percent increase in the levy request to cover the AIS program and project budget as follows:

| | 2014 LEVY REQUEST | 2013 LEVY | CHANGE |
|-----------------------|-------------------|--------------------|-----------|
| CCWMO Taxing district | \$ 556,984 | \$ 524,984 (total) | \$ 32,000 |

Based on the increased tax base projected for 2014, this requested CCWMO levy will result in an actual change (decrease) in County (WMO) tax on an average home (\$263,000) of -0.51% or -\$0.13.

ACTION REQUESTED:

Motion to set the preliminary 2014 CCWMO levy at \$556,984.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

CCWMO Levy

FTE IMPACT:

Total

Related Financial/FTE Comments:

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



Memo

Date: August 22, 2013
To: County Commissioners
From: Paul Moline, Planning & Water Management
Re: CCWMO Project Funding 2014
cc. Dave Hemze, County Administrator
Randy Wolf, PHE Director
WENR Advisory Committee Members

At their May meeting, the Water, Environment and Natural Resource Advisory (WENR) Committee recommended project funding for 2014 Carver County Water Management Organization (CCWMO) dollars. The staff request and subsequent committee recommendation was based on the following factors/considerations:

- The CCWMO evaluation process which ranks projects based on a series of criteria.
- Recent requests for project funding.
- Projects identified in the 2010 CCWMO plan
- Funds committed to matching grant agreements.

Based on these factors, the following project recommendations for 2014 CCWMO funds are:

- | | | | |
|---|-------|----------|------------|
| 1. Waconia Water Reuse System | CCWMO | \$35,000 | 2014 CCWMO |
| Upgrade of storm sewer system to tie in 1 st Street and the elementary school parking lot to the water reuse system being installed in the Fall of 2013. This is the first of three planned phases to bring water to the holding tank. | | | |
| 2. Benton Lake Restoration Phase II | CCWMO | \$35,000 | 2014 CCWMO |
| Second Phase to remove rough fish from Benton Lake, the first phase was to install a fish barrier at the outlet of Benton Lake. Second phase will also include reintroduction of pan fish and a drawdown of the lake. Could be used as match for larger project if outside grant funds are secured. | | | |
| 3. 2014 SSTS DDS Incentives | CCWMO | \$40,000 | 2014 CCWMO |
| Project funds continue the SSTS direct discharge program in 2014. Incentives for eliminating direct discharge SSTS systems in the Bevens/Carver creek TMDL watersheds and for first come-first serve volunteers CCWMO wide. | | | |
| 4. Chaska/Sem Fen Ravine Stabilization | CCWMO | \$15,000 | 2014 CCWMO |
| Partially fund a Chaska Ravine Stabilization project – Includes the Seminary Fen Ravine or other destabilized Ravine in the City of Chaska. Would be matched by local City funds and state clean water grant funds. | | | |
-

TOTAL = \$125,000

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approve a Preliminary 2014 Levy for the Regional Rail Authority ("CCRRA")

| | |
|--|--|
| Primary Originating Division/Dept: <input type="text" value="Public Works"/> | Meeting Date: <input type="text" value="9/3/2013"/> |
| Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Division Director"/> | Item Type: <input type="text" value="Ditch/Rail Authority"/> |
| Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Division Director"/> | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/> | |

BACKGROUND/JUSTIFICATION:

The CCRRA is requesting \$120,000 levy for 2014. The amount remains unchanged since 2008. This levy amount will be used for preservation of infrastructure and maintenance of CCRRA property as well as for development of trails on rail banked corridors.

The day to day stewardship (e.g. weed control, tree trimming, cleanup, grooming, sweeping, drainage corrections etc) of the Dakota Rail and Union Pacific Rail corridors is done by a Parks/Highway Maintenance Worker funded 50% out of the CCRRA levy and 50% out of the Public Works Road and Bridge fund. This position performs CCRRA corridor maintenance in the summer and plows snow on the county highways in the winter.

In 2011, Carver County submitted an application for federal Transportation Enhancement funding to construct an extension of the Minnesota River Bluffs Regional Trail along the Union Pacific Rail corridor from Chaska Athletic Park to the City of Carver. The project was awarded \$551,200 in federal funding for construction in 2015. The local match for the project as well as funding for project development is proposed to come from the CCRRA levy and the Legacy Parks and Trail Fund. Engineering and environmental work began in 2013.

Finally the proposed 2014 CCRRA budget includes funding to perform preventative maintenance on the Dakota Rail Regional Trail such as seal coat, crack filling and fog seal.

ACTION REQUESTED:

Motion to approve setting the CCRRA's 2014 preliminary tax levy at \$120,000.

| | |
|--|--|
| FISCAL IMPACT: <input type="text" value="Other"/> | FUNDING |
| If "Other", specify: <input type="text" value="Levy Request"/> | County Dollars = <input type="text" value="\$120,000.00"/> |
| FTE IMPACT: <input type="text" value="None"/> | Total <input type="text" value="\$120,000.00"/> |

Related Financial/FTE Comments:

The CCRRA's 2014 preliminary tax levy of \$120,000 will have a decreasing tax impact on an average value home.

Office use only:
RBA 2012- 2106

Carver County Regional Rail Authority

Description

The Carver County Regional Rail Authority (CCRRA) is governed by five Commissioners appointed by the Carver County Board of Commissioners. In Carver County the CCRRA Commissioners are the County Board Commissioners. The Public Works Division manages projects and work activities for the CCRRA. The purpose of the CCRRA is to provide for the preservation and improvement of local rail service for agriculture, industry, or passenger traffic and provide for the preservation of abandoned rail right-of-way for future transportation uses, when determined to be practicable and necessary for the public welfare, particularly in the case of abandonment of local rail lines. The CCRRA levies separately from Carver County to fund regional rail projects and activities. The proposed 2014 levy is \$120,000. Several other funding sources are used to augment the CCRRA levy for property acquisition, corridor preservation, management and development. The following table summarizes the CCRRA Fund.

| Revenues | | 2012 Actual | 2013 Budget | 2014 Approved | Dollar Inc/Dec 2013-14 | Percent Inc/Dec 2013-14 |
|--|-----------------------|------------------------|------------------------|--------------------------|---------------------------------------|--|
| Account #/Category | | | | | | |
| 5000 | Taxes & Penalties | 120,000 | 120,000 | 120,000 | - | 0.00% |
| 5100 | Licenses & Permits | - | - | - | - | 0.00% |
| 5200-5400 | Intergovernmental | - | - | - | - | 0.00% |
| 5500 | Charges for Services | - | - | - | - | 0.00% |
| 5600 | Fines & Forfeitures | - | - | - | - | 0.00% |
| 5700 | Investment Earnings | - | - | - | - | 0.00% |
| 5750 | Gifts & Contributions | - | - | - | - | 0.00% |
| 5800-5900 | Other Revenues | - | 2,100 | 2,100 | - | 0.00% |
| TOTAL REVENUES | | 120,000 | 122,100 | 122,100 | - | 0.00% |
| Expenditures | | | | | | |
| 6000 | Public Assistance | - | - | - | - | 0.00% |
| 6100 | Personal Services | - | - | - | - | 0.00% |
| 6200-6300 | Services & Charges | 50,000 | 85,267 | 8,100 | (77,167) | -90.50% |
| 6400-6500 | Material & Supplies | - | 5,000 | 74,730 | 69,730 | 1394.6% |
| 6600 | Capital Outlay | - | - | - | - | 0.00% |
| 6700 | Debt Services | - | - | - | - | 0.00% |
| 6800 | Other Expenses | - | - | - | - | 0.00% |
| 6900 | Transfers | 170,000 | 36,000 | 39,270 | 3,270 | 9.08% |
| TOTAL EXPENDITURES | | 220,000 | 126,267 | 122,100 | - | 0.00% |
| CAPITAL RESERVES USED | | 100,000 | 4,167 | - | (4,167) | -100.00% |
| DIFFERENCES BETWEEN REVENUES & EXPENDITURES | | - | - | - | - | 0% |

CCRRA is currently involved with two rail corridors, the Dakota Rail Line and the Union Pacific Rail Line, both of which are preserved under the Interim Trail Use Condition negotiated with the

previous owners of the rail lines. This condition preserves the railroad corridor for future reactivation of the rail lines.

Dakota Rail Line

The CCRRA partnered with the Hennepin County and McLeod County Regional Railroad Authorities and the Minnesota Department of Transportation (MnDOT) in 2000 to acquire the abandoned Dakota Rail Line. The goal of the acquisition was to preserve the corridor for future transportation and provide an Interim Trail Use Condition which serves several purposes including providing a non-motorized transportation corridor, a recreational corridor and an effective method to preserve and manage the corridor for future rail transportation. A portion of this line extends 12 miles across the northern part of Carver County from the west to east county line. Survey work has been done to identify what is railroad property, and signage has been installed to identify the railroad boundary.

The County Parks Department completed a Regional Trail Master Plan for developing the Dakota Regional Trail in 2006. This master plan supports a number of non-motorized uses along the abandoned rail line while preserving it for future transportation.

Phase I & II Dakota Rail Regional Trail

Phase I of the Dakota Rail Regional Trail was completed in 2011. Phase II was completed in 2013. The trail is a 10-foot wide bituminous trail for 12 miles and includes two trail heads/parking lots and several bridges and scenic overlook areas. The projects were completed with a combination of Federal Transportation Enhancement funds, ARRA (Federal Stimulus) funds, County Program Aid, Legacy Parks and Trails Funds and CCRRA funds. The completed Dakota Rail Regional Trail provides an effective way to preserve the corridor for future rail and provide interim transportation and recreation opportunities.

Union Pacific Rail Line

Beginning in 2008, the Carver County Regional Rail Authority in conjunction with the Scott County Regional Railroad Authority have worked to acquire the Union Pacific Railroad Chaska Industrial Lead, a 5 mile rail line that extends from the United Sugars business in Chaska to the City of Carver and across the Minnesota River near Merriam Junction in Scott County. The acquisition was completed in 2011. Stated purposes for acquiring the railroad corridor included preservation of the corridor for future transportation, utilities, road right-of-way, as well as interim trail use. Acquisition of the railroad corridor was funded from Metropolitan Council Acquisition Opportunity Fund, Metropolitan Council Environmental Services (MCES) fund, as well as the Carver and Scott County Regional Railroad Authorities.

Sewer utility lines were constructed by MCES during 2011 and 2012. The utility line connects the City of Carver to the regional waste water treatment system. As a part of the construction of the utility line, a gravel trail bed 16 feet in width was installed on the railroad grade extending from Athletic Park in Chaska to Carver Depot Park in Carver. Carver County lengthened the gravel trail from Depot Park to the Kenneth Frey Trail along the levee in Carver. This gravel trail links downtown Carver to state, and regional trails in Chaska.

Response Action Plan for Union Pacific Rail Line

Following the Union Pacific Rail corridor acquisition, a Phase II Environmental Investigation was conducted to determine the level of contaminants and pollutants within the railroad corridor. This Phase II investigation was funded by the Minnesota Pollution Control Agency. To deal

with levels of contamination in future projects within the railroad corridor, a Response Action Plan was completed in 2012. This information will be useful in providing necessary information needed to develop plans and specification for construction projects in the railroad corridor.

Extension of the Minnesota River Bluffs Regional Trail

In 2011, Carver County submitted an application for federal Transportation Enhancement funding to construct an extension of the Minnesota River Bluffs Regional Trail along the Union Pacific Rail corridor from Chaska Athletic Park to the City of Carver. It is anticipated that federal funding to construct and pave the trail from Athletic Park in Chaska to County Road 40 in Carver would be provided in 2015. Additional funding for the trail project is anticipated to come from the CCRRA and the Legacy Parks and Trail Fund. Engineering work is scheduled to begin in 2013 and continue into 2014 with construction planned for 2015.

The 2014 CCRRA projects and activities are summarized below. The 2015-2019 Capital Improvement Plan for the CCRRA is listed in the CIP section of this budget book.

2014

- Complete project memorandum and develop plans and specifications for the Minnesota River Bluffs Regional Trail. (Budgeted in 2013)
- Railroad Corridor Stewardship \$74,730. Includes routine corridor maintenance on the UP and Dakota Rail corridors and potential crack filling, fog seal and or seal coat on the Dakota Rail Regional Trail (Segment 1 – Mayer to East County Line)

Fund Balance

It is anticipated that the CCRRA will continue to have a positive fund balance. The 2014 CCRRA levy is proposed to remain the same at \$120,000.

Goals and Objectives

Goal #1: Complete Project Memorandum and Construction Plans

Supports County Goal #1 Communities: Create and maintain safe, healthy and livable communities

Objective: Address any environmental considerations and proceed with final design.

Goal #2: Provide ongoing stewardship activities to maintain railroad infrastructure and land.

Supports County Goal #1 Communities: Create and Maintain safe, healthy and livable communities

Objective: Maintain investment in infrastructure and address land stewardship issues such as weeds, diseased trees and drainage issues as well as trail crack filling, seal coating, fog seal as necessary.