



**Carver County Board of Commissioners
December 14, 2021
Board Meeting**

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

Individuals who are not able to attend in person and wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at <https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the Regular Session videoconference please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a WebEx invitation.

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

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

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|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9:00 a.m. | <ol style="list-style-type: none"> 1. <ol style="list-style-type: none"> a) CONVENE b) Pledge of allegiance c) Public comments submitted via email/voice mail 2. Agenda review and adoption 3. Approve minutes of November 23, 2021 Special Meeting and December 2, 2021 Budget Public Meeting 1-5 4. Community Announcements |
| 9:20 a.m. | <ol style="list-style-type: none"> 5. CONSENT AGENDA <ol style="list-style-type: none"> <i>Communities: Create and maintain safe, healthy, and livable communities</i> 5.1 2020 Emergency Management Program Grant Supplemental (EMPG-S)..... 6-7 5.2 Settlement for Right of Way Acquisition for the Highway 24 Project.... 8-14 5.3 Amendment 2 to Professional Services Agreement with Kimley Horn for the Highway 10 and Highway 24 Projects..... 15 |

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5.8	Approval of contract amendment with MN Department of Health (MDH) for COVID-19 Response Grant	24-25
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Connections: Develop strong public partnerships and connect people to services and information

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

5.15	MN Counties Computer Cooperative ("MNCCC") IFS (General Ledger) Software Ratification	35
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5.18	Approval of Memorandum of Agreement with Teamsters Local 320 Licensed Management Unit Regarding Voluntary Use of Take-Home Vehicles for Sheriff's Office Licensed Management	38
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5.20	2022 Pay-for-Performance Salary Range Increase	40

Customer service: Continue the County's delivery of high value, timely service and support

5.21	Approval to add Adult Mental Health Registered Nurse STOC Position	41-42
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Growth: Manage the challenges and opportunities resulting from growth and development

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5.23	Change Orders #32-34 for the Jonathan Carver Parkway Project - Phase I	45
5.24	Professional Services Agreement for Program Management Services with Bolton & Menk Inc.	46

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

5.25	Review Health & Human Services and Commissioner Warrants	NO ATT
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- 9:20 a.m. **6 FINANCES: Improve the County’s financial health and economic profile**
6.1 2022 Property Tax Levy and Budget..... 47-74
6.2 2023 Long Term Financial Plan 75-90
- 9:50 a.m. **RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY**
- 9:50 a.m. **7. FINANCES: Improve the County’s financial health and economic profile**
7.1 Regional Rail Authority 2022 Levy and Budget..... 91-94
- 10:00 a.m. **ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY AND RECONVENE AS COUNTY BOARD**
- 10:00 a.m. **8. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**
8.1 Resolution Setting 2022 County Commissioner Compensation 95-98
8.2 Resolution Setting 2022 County Attorney and County Sheriff Compensation 99-104
- 10:25 a.m. **9. County Administrator Report**
- 10:30 a.m. **ADJOURN REGULAR SESSION**
- WORK SESSION**
- 10:30 a.m. **A. COMMUNITIES: Create and maintain safe, healthy, and livable communities**
1. Library Planning..... 105

David Hemze
County Administrator

UPCOMING MEETINGS

- | | |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| December 16, 2021 | 11:00 am - 4:00 pm MN Transportation Alliance/MnDot
Federal Infrastructure and Jobs Act Workshop
Chaska Event Center
3210 Chaska Boulevard
Chaska, Minnesota |
| December 21, 2021 | 9:00 a.m. Board Meeting |
| December 28, 2021 | 9:00 a.m. Board Work Session |
| January 4, 2022 | 9:00 a.m. Organizational Session |

SPECIAL MEETING
November 23, 2021

A Special Meeting of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on November 23, 2021. Chair Tim Lynch convened the session at 9:01 a.m.

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

Members absent: Matt Udermann.

No public comments were received.

Dave Hemze, Administrator, explained Commissioner Udermann was absent due to a family vacation that had been scheduled prior to this Board special meeting.

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

Workman moved, Degler seconded, to approve the minutes of the November 16, 2021, Regular Session. Motion carried unanimously.

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

Approved the 2021-2022 Teamsters Detention Deputy, 911 Dispatcher and TAC Officer Unit Collective Bargaining Agreement and related budget amendment.

Resolution #97-21, Defining 2022 Non-Bargaining Compensation.

Approved amending contract with Advanced Imaging Solutions pending finalization of the contract review process.

Authorized the preorder of a rubber tire loader to hold 2021 state contract pricing with RDO Equipment of Burnsville, Minnesota.

Reviewed November 23, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$108,898.54.

Motion carried unanimously.

The Board was asked to consider changes to the County's current fee for service schedule.

Degler moved, Fahey seconded, to open the public hearing. Motion carried unanimously.

Mary Kaye Wahl, Finance, explained the recommended changes were due to Statute changes or to recover costs incurred to provide services. She stated a public hearing notice was published but no comments were submitted.

Jason Mielke, Land Management, explained the agri-tourism interim use permit and gave an example of an activity this would be applied to. He clarified the agri-tourism permit fee was a

onetime fee unless the permit was amended. Mielke stated a penalty would be applied for an administrative special use permit if work was started without a permit.

No public testimony was received.

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

Degler offered the following Resolution, seconded by Fahey:

Resolution #98-21
Adopting Ordinance 87-2022
the 2022 Carver County Fee Schedule

On vote taken, all voted aye.

Summary: After holding a public hearing at its regular meeting, the Carver County Board of Commissioners unanimously adopted Ordinance 87-2022, the 2022 Carver County Fee Schedule. This summary contains the essential elements of Ordinance 87-2022, which sets the schedule of fees that the County charges to record, file, certify, or provide copies of instruments, documents, or papers filed in the any county office, and the fees for services provided by county offices, official, departments, the court and employee. A reasonable relation exists between the amounts of each fee in the ordinance and the cost to the County to provide those services. A printed official copy of Ordinance 87-2022 is available for inspection by any person during regular business hours at the office of the Carver County Auditor, available on the County's website, or may be purchased from the Carver County Property and Finance Division. Ordinance 87-2022 shall become effective on January 1, 2022.

Degler moved, Workman seconded, to adjourn as the County Board and convene as the Carver County Ditch Authority. Motion carried unanimously

David Frischmon, Property and Financial Services, requested the Ditch Authority approve 2022 ditch assessments. He stated the Ditch Board was responsible for maintenance and repair of ditches and the associated costs are assessed back to each ditch. He added no county levy is used to maintain County ditches. Frischmon confirmed landowners are made aware in advance of projects. The Board recognized farmers are in favor of maintaining ditches.

Fahey moved, Degler seconded, to approve the following payable 2022 one-year assessments with 0% interest:

Joint Ditch 2 - \$1,000
Joint Ditch 3A - \$10,000
Joint Ditch 21 - \$10,000
Joint Ditch 24 - \$4,000

Motion carried unanimously.

Degler moved, Workman seconded, to adjourn as the Carver County Ditch Authority and convene as the Carver County Board of Health. Motion carried unanimously.

Richard Scott, Public Health, explained he would be giving the Health Board an update on the state of health in Carver County and their mission moving forward. He stated his report would include the status of Covid 19 and responses, the Community Health Improvement Plan and other critical programs.

He indicated Minnesota and Michigan were leading the country in the number of Covid cases, with more than a 60% increase in the last two weeks. He pointed out they continue to be in a high-risk category, with November being the highest average cases since the peak of the pandemic. Scott noted cases were increasing in all age groups. He stated they continue making inroads on vaccinations and the County was higher than the Minnesota average. Scott pointed out upcoming vaccination clinics. He stressed vaccinations were effective in preventing hospitalizations and death. He recognized the new vaccine mandates from CMS and OSHA.

Kristen Hack, Employee Relations, explained they have been monitoring information regarding Covid 19 and safety and health requirements. She reviewed background information on the recently issued mandates and how they may affect the County's workforce. She explained OSHA Covid 19 vaccination and ETS testing requirements and the compliance deadline. Hack acknowledged the legal challenges that would be likely be addressed by the Supreme Court. She indicated the County has not tracked employee vaccination status and noted the potential costs for testing if required. Hack stated this continues to be a rapidly evolving situation and Employee Relations will continue to monitor and stay on top of developments.

Dave Hemze, Administrator, recognized the vaccination mandate was a big topic and clarified he was not looking for a decision from the Board today and they would come back for a decision. He suggested they wait to see what happens at the Courts level. He reiterated this was just to provide information, the key points were hung up in Courts, and the dates may change.

Scott stated they were fortunate young people were not as negatively impacted but they still don't know the long-term effects of Covid. He indicated kids are ending up in the hospital but not as the same rate as older people. He added since the risk of the vaccination was small, the benefit outweighs the risk. He stressed the vaccine clearly helps reduce death and reducing the likelihood of spreading it. Scott indicated they are recommending schools be mindful and consider CMS guidelines. He recommended when families gather everyone should be vaccinated and be mindful of mitigation strategies.

He explained Public Health's mission to promote and protect the health and wellbeing of Carver County. He pointed out the comprehensive Community Health Assessment that was completed and the community-based plan that was developed. Scott stated their future focus would include continuing to provide Covid 19 response, the administration of the WIC program and the launching of a community of belonging initiative.

The Board thanked Dr. Scott for the informative presentation.

SPECIAL MEETING
November 23, 2021

Degler moved, Workman seconded, to adjourn as the Carver County Board of Health at 10:08 a.m.
Motion carried unanimously.

David Hemze
County Administrator

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

BUDGET PUBLIC HEARING
December 2, 2021

A public hearing on the proposed 2022 budget was held at the Government Center in Chaska on December 2, 2021. Chair Lynch convened the meeting at 6:00 p.m.

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

Commissioners absent: None.

Chair Lynch explained the purpose of the meeting was to take public comments on the proposed 2022 budget and not market values. He stated the Assessor's office was available to review market value concerns. He pointed out tonight's focus will be on the proposed taxes to be levied by the County and not taxes levied by school districts, cities or townships. Lynch clarified they would not be setting the County's final budget tonight and would be setting the 2022 final budget at their December 14th meeting.

No public testimony was received.

Workman moved, Fahey seconded, to adjourn the 2021 budget public hearing at 6:13 p.m. Motion carried unanimously.

David Hemze
County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2020 Emergency Management Program Grant Supplemental (EMPG-S)

Primary Originating Division/Dept: Sheriff

Meeting Date: 12/14/2021

Contact: Kelly Miller Title: EM Specialist

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

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

BACKGROUND/JUSTIFICATION:

The Fiscal Year (FY) 2020 Emergency Management Performance Grant (EMPG-S) Program - Supplemental assists states, territories, tribes, and local governments with their public health and emergency management activities supporting the prevention of, preparation for, and response to the ongoing Coronavirus Disease 2019 (COVID-19 public health emergency. Through this grant program, FEMA awarded funding to support planning and operational readiness for COVID-19 preparedness and response; development of tools and strategies for prevention, preparedness, and response; and ongoing communication and coordination among federal, state, local, tribal, and territorial partners throughout the response.

The County must equally match the Federal contribution pursuant to Sections 611(j) and 613 of the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (Pub. L. No. 93-288), as amended, (42 U.S.C. §§ 5121-5207). Unless otherwise authorized by law, Federal funds cannot be matched with other Federal funds. Wages and benefits are eligible for reimbursement with EMPG funds, so long as the staff time is spent on emergency management work during the sub-grant period by personnel who meet the training and exercise requirements and are included in the application's Staffing Pattern - Paid Staff form.

ACTION REQUESTED:

Board approval of the EMPG-S grant

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars = **\$28,028.00**

FTE IMPACT: None

Total **\$28,028.00**

Insert additional funding source

Related Financial/FTE Comments:

We are able to match this grant with a portion of our salaries, so the match will not have an impact on the county budget.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: 2020 Emergency Management Program Grant Supplemental (EMPG-S)

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Professional Services	01-201-280-1931-6111	\$28,028.00
TOTAL		\$28,028.00

CREDIT		
Description of Accounts	Acct #	Amount
Emergency Management Performance Supplemental Grant	01-201-280-1931-...	\$28,028.00
TOTAL		\$28,028.00

Reason for Request:

We have been awarded the 2020 Emergency Management Performance Grant Supplemental (EMPG-S) and are adding it to our budget. This grant requires a 100% match.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlement Agreement for Right of Way Acquisition for the Highway 24 Project

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The 2022 construction season includes the Highway 24 Project, which includes pavement rehabilitation and shoulder widening of Highway 24 from Highway 10 in the City of Watertown east to the Hennepin County border. Additional right-of-way is needed to complete this project. Appraisals were completed by a certified appraiser or minimum damage assessments completed by county staff and the County Board approved the making of offers based on the appraised values at its July 13, 2021, regular session. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. Settlements with the property owners located at PID #'s 10.0131600, 10.0091210, 10.0141100, 10.0150600, 10.0950050, 10.0100700 and 10.0100100 have been reached and staff is recommending approval.

ACTION REQUESTED:

Motion to adopt a resolution authorizing settlement of compensation for acquisition of real property interests needed for the Highway 24 Project.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	<input type="text"/>
Wheelage Tax	\$283,551.17
Total	\$283,551.17

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 8016

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

Date: December 14, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Highway 24 Project

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

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

WHEREAS, the County proposes to construct highway and related improvements in Carver County for shoulder widening as part of the Highway 24 Project (“Project”); and

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

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

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

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

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

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

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

Highway 24 Project

Carver County Public Works No. 158794

Property Tax Identification No. 10.0131600

Fee Owners: Jason Thompson, Single

Property Address: 3085 Navajo Ave, Watertown, MN

Settlement Amount: \$25,077.00

Permanent easement for public right-of-way purposes contains 7,317 sq. ft. (including existing easements), more or less.

\$4,700.00

Negotiated premium in lieu of eminent domain

\$1,500.00

Damages to Trees & Fence

\$18,877.00

Property Tax Identification No. 10.0091210

Fee Owner: Dean Charles Loehrs, Single

Property Address: 12195 County Road 24, Watertown, MN

Settlement Amount: **\$13,500.00**

Permanent roadway easement for highway, utility and drainage purposes contains 5,758 sq. ft., more or less.

\$5,400.00

Negotiated premium in lieu of eminent domain

\$1,500.00

Damages to Trees & Fence

\$6,600.00

Property Tax Identification No. 10.0141100

Fee Owners: Conrak Graczyk & Christine Pace

Property 11180 County Road 24, Watertown, MN

Settlement Amount: **\$68,345.17**

Permanent easement for roadway purposes contains 70,343 sq. ft. (including existing easements), more or less.

\$21,100.00

Temporary easement for construction purpose contains 6,508 sq. ft. more or less.

\$2,700.00

Damage to trees and fence

\$43,045.17

Negotiated premium in lieu of eminent domain

\$1,500.00

Property Tax Identification No. 10.0150600

Fee Owners: William Paul Wilcox

Property Address:, 11285 Co. Rd. 24 Watertown MN

Settlement Amount: **\$61,529.00**

Permanent easement for roadway purposes contains 1,689 sq. ft., more or less.

\$5,500.00

Temporary easement for construction purposes contains 21,904 sq. ft. more or less.

1,100.00

Damages to trees and crops

49,929.00

Negotiated premium in lieu of eminent domain

\$5,000.00

Property Tax Identification No. 10.0950050

Fee Owners: Edward A and Suzanne Kocourek

Property Address: 11515 County Road 24, Watertown, MN

Settlement Amount: **\$30,000.00**

Temporary easement for construction purposes contains 2,999 sq. ft, more or less.

\$120.00

Damage to trees and fence

\$28,380.00

Negotiated premium in lieu of eminent domain

\$1,500.00

Property Tax Identification No. 10.0100100

Fee Owners: George and Jean Buehl, Married

Property Address:, 11225 Co. Rd. 24 Watertown MN

Settlement Amount: **\$43,800.00**

Permanent easement for roadway purposes contains 13,561 sq. ft., more or less.

\$12,300.00

Temporary easement for construction purposes contains 2,800 sq. ft. more or less.

\$400.00

Damages to trees and shrubs

26,100.00

Negotiated premium in lieu of eminent domain

\$5,000.00

Property Tax Identification No. 10.0100700

Fee Owners: David M. Richter, James L. Richter and the Mary L. Richter Family Trust
Property Address:, 11380 Co. Rd. 24 Watertown MN

Settlement Amount: **\$43,800.00**

Permanent easement for roadway purposes contains 44,480 sq. ft., more or less.
\$11,200.00

Temporary easement for construction purposes contains 16,646 sq. ft. more or less.
\$600.00

Damages to trees and crops
27,000.00

Negotiated premium in lieu of eminent domain
\$5,000.00

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 2 to Professional Services Agreement with Kimley Horn for the Highway 10 and Highway 24 Projects

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Highway 10 and 24 Projects in and around Watertown were delayed from spring 2021 to spring of 2022 due to COVID 19 impacts on the right of way acquisition process. This amendment provides for additional coordination meetings, additional utility coordination meetings to ensure utility companies relocate in a timely manner, and extensive design and plan changes due to right of way negotiations. This amendment also provides for engineering support during construction in 2022 for shop drawing reviews and design changes for unforeseen conditions found in the field.

ACTION REQUESTED:

Motion to approve Amendment 2 to the Professional Services Agreement with Kimley-Horn for the Highway 10 and 24 Projects, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	<input type="text"/>
Wheelage Tax	\$58,798.63
<input type="text"/>	<input type="text"/>
Total	\$58,798.63

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 8026

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Local Recycling Development Grant (LRDG) Agreement Amendment

Primary Originating Division/Dept: <input type="text" value="Public Services - Environ. Svc."/>	Meeting Date: <input type="text" value="12/14/2021"/>
Contact: <input type="text" value="Brad Hanzel"/> Title: <input type="text" value="Environmental Services GC Sup"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

The State of Minnesota provides Local Recycling Development Grant (LRDG) funding to metropolitan counties for the planning, development, and operation of yard waste composting and recycling programs. The grant must be matched by equal local expenditures.

In 2018, the Department of Administration advised the Minnesota Pollution Control Agency to develop specific grant agreements for each participating county. As a result, all seven metropolitan counties signed LRDG grant agreements in order to receive funding. The original grant agreement was executed on April 4, 2019.

Proposed amendments to the original grant agreement consist of minor changes, including the funding amount for 2021 which is \$147,938.48. The annual amount will vary throughout the term of the contract due to the funding mechanism which is based on revenue generated from tip fees at metro area landfills.

This LRDG grant funding provides Carver County with the opportunity to improve existing recycling programs and/or develop new programs, to serve Carver County residents at the Environmental Center and throughout the County.

ACTION REQUESTED:

Motion to approve LRDG Agreement Amendment with the Minnesota Pollution Control Agency and delegate the Assistant County Administrator the authority to sign the amendment on behalf of the County, pending approval from Risk Management and the County Attorney's Office.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING						
If "Other", specify: <input type="text" value=""/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%;"></td> </tr> <tr> <td>LRDG grant</td> <td style="text-align: right;">\$147,938.48</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$147,938.48</td> </tr> </table>	County Dollars =		LRDG grant	\$147,938.48	Total	\$147,938.48
County Dollars =							
LRDG grant	\$147,938.48						
Total	\$147,938.48						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:
 The Environmental Services budget includes up to \$175,000 for the 2021 grant revenue. The LRDG grant is matched with equal funding derived from the County Solid Waste Service Fee.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to contract with MN Department of Health (MDH) for Supplemental Grant funding

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Centers for Disease Control (CDC) COVID-19 Public Health Workforce Supplemental Funding grant operates under the umbrella agreement of the MDH Master Grant Contract 12-700-00062. These funds will be used for professional development of Carver County Public Health staff; provide MoveMindfully Training for approximately 200 personnel from six Carver County school districts on social-emotional and crisis mental health support for students impacted by the pandemic; expand community engagement and listening events; contract for an Emergency Preparedness & Disaster Mental Health Consultant; contract with external vendors to assist with COVID vaccinations & testing; and contract with a Communication Consultant to assist with critical messaging around COVID-19 impacts. These services and activities will cost \$157,400. No county levy will be used for these services and activities.

ACTION REQUESTED:

Motion to approve contract with MN Department of Health for the CDC Crisis Response Cooperative Agreement Public Health Workforce Supplement grant in the amount of \$157,400.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
CDC PH Workforce Grant	\$157,400.00
Total	\$157,400.00

Insert additional funding source

Related Financial/FTE Comments:

Grantee will be reimbursed by MDH for the cost paid by the Grantee for services and purchases in accordance with approved budget. Total obligation will not exceed \$157,400. No county levy will be utilized.

Office use only:

RBA 2021 - 8034

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Approval to contract with MN Department of Health (MDH) for Supplemental Grant funding

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Professional & Tech Fees	11-460-460-2332-6260	\$157,400.00
TOTAL		\$157,400.00

CREDIT		
Description of Accounts	Acct #	Amount
CDC COVID-19 Workforce Grant	11-460-460-2332-...	\$157,400.00
TOTAL		\$157,400.00

Reason for Request:

Approval of contract with MN Department of Health for Supplemental Grant Funding

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlement Agreement for Right of Way Acquisition for the Highway 212 Project-Dahlgren Township

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The 2021-2022 construction seasons include the reconstruction of US Highway 212 between just east of Cologne to just west of Carver into a 4-lane divided highway. Additional right-of-way is needed to complete the project. Appraisals were obtained by certified appraisers and the County Board approved the making of offers based on the appraised values at its June 2, 2020 regular session. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. A settlement with the property owner located at PID #04.0100400 has been reached.

ACTION REQUESTED:

Motion to adopt a resolution approving the settlement for right-of-way acquisition for the US 212 Project-Dahlgren Township for the property located at PID #04.0100400.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	<input type="text" value=""/>
County Sales Tax	\$32,500.00
MnDOT Funding	\$32,500.00
Total	\$65,000.00

Insert additional funding source

Related Financial/FTE Comments:

Acquisition costs are split evenly between MnDOT and Carver County in accordance with a prior approved agreement.

Office use only:

RBA 2021 - 8036

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

Date: December 14th, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for US 212 Project – Dahlgren Township

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

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

WHEREAS, the County proposes to construct highway and related improvements in Carver County for expansion to a four-lane highway as part of the US 212 Project – Dahlgren Township (“Project”); and

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements of Expanding the roadway to 4 lanes as part of the US 212 Project - Dahlgren Township constitute a valid public use or public purpose; and

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

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

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

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on December 14th, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 14th day of December 2021

Dave Hemze County Administrator

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

US 212 Project – Dahlgren Township

Carver County Public Works No. 178825

Property Tax Identification No. 01.0100400

Fee Owners: Dale V. Hesse and Sandra Hesse, Husband and Wife

Property Address: 6510 Highway 212, Chaska MN 55318

Settlement Amount: **\$65,000.00**

Permanent Right of Way in Fee Simple Interest: 8,263 sq. ft. more or less

Amount: \$3,800.00

Temporary Construction Easement: 9,650 sq. ft. more or less

Amount: \$6,650.00

Damages to Trees and Crops

\$49,550.00

Premium to Avoid Condemnation

\$5,000.00

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to contract with SCOTT COUNTY for Women, Infant and Children (WIC) program services

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County Public Health seeks to enter into an agreement with Scott County for the provision of Women, Infants, and Children (WIC) Nutritional Program and the Peer Breastfeeding Support Program (PBSP). The Carver County Board approved the grant contract with MDH on 11/16/2021 to provide funding to support administration of WIC and PBSP. Historically, the Scott/Carver/Dakota CAP Agency provided these services to both Carver and Scott Counties. Both Scott and Carver County have now directly been awarded the WIC and PBSP grants beginning 1/1/2022. For seamless transition of services and efficiency of operations, Scott and Carver intend to partner together in the provision of these services. Carver County Public Health intends to use the State grant funds with additional funds from the MDH LPH grant to pay for these contracted services with Scott County. No county levy will be required for administration of these programs through the contractual partnership with Scott County.

ACTION REQUESTED:

Motion to contract with SCOTT COUNTY for provision of Women, Infants, and Children (WIC) Nutritional Program and the Peer Breastfeeding Support Program (PBSP) for an amount not to exceed \$118,237.95.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
MDH WIC/PBSP Grant & I	\$118,237.95
Total	\$118,237.95

Insert additional funding source

Related Financial/FTE Comments:

Total obligation for all compensation and reimbursements for the 1/1/22 - 9/30/22 grant cycle period for WIC is \$87,838.58 and for PBSP is \$19,650.47 and \$10,748.90 for Administrative fees. Future funding for subsequent grant cycles is contingent on Federal appropriations. No additional county levy will be utilized in administration of these programs.

Office use only:

RBA 2021 - 8040

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of contract amendment with MN Department of Health (MDH) for COVID-19 Response Grant

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The current MDH COVID-19 Response and Vaccine Implementation Grant Agreement is being amended to increase the award amount and extend the expiration date. The duties allowed under this grant are also being expanded to allow for broader COVID-19 response and recovery activities. The amendment will increase available funding by \$562,338 and extends the contract date to 12/31/2023. This amendment will enable Carver County Public Health to respond to the current needs of the pandemic as well as expand COVID-19 response services.

ACTION REQUESTED:

Motion to amend contract award with MN DEPT OF HEALTH for the COVID-19 Reponse and Vaccine Implementation grant in the amount of \$562,338.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
MDH	\$562,338.00
Total	\$562,338.00

Insert additional funding source

Related Financial/FTE Comments:

Amendment to increase original grant award of \$617,575 by \$562,338 for a total grant award of \$1,179,913. The amendment also extends the expiration date to 12/31/2023. No county levy is required for implementation of this grant.

Office use only:

RBA 2021 - 8041

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request approval to amend contract with MDH for COVID-19 Response and Vaccine Implementation Grant

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Professional & Tech Fees	11-460-460-2330-6260	\$498,182.00
STOC Salaries	11-460-460-2330-6119	\$64,156.00
TOTAL		\$562,338.00

CREDIT		
Description of Accounts	Acct #	Amount
MDH Response/Vaccine Grant	11-460-460-2330-...	\$562,338.00
TOTAL		\$562,338.00

Reason for Request:

Acceptance of the increased MDH COVID-19 Response & Vaccine Implementation Grant award.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution for State of MN Agency Agreement 1046416 for Federal Participation in Force Account

Primary Originating Division/Dept: Public Works - Program Delivery	Meeting Date: 12/14/2021
Contact: Dan McCormick Title: Traffic Services Supervisor / T...	Item Type: Consent
Amount of Time Requested: minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: Title: 	

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

BACKGROUND/JUSTIFICATION:

This agency agreement between the County and the Minnesota Department of Transportation (MnDOT) allows for MnDOT to act as the County's agent in accepting federal aid for the use of force account with lighting utility service providers work as part of a MnDOT Highway Safety Improvement Program (HSIP) safety grant award for the Countywide Rural Intersection Lighting Improvements Project at multiple rural highway locations within the County.

Federal and MnDOT project and environmental reviews and approvals have been completed. Further project development, engineering, and coordination with the County's rural intersection lighting service providers has taken place. Project details and work and materials estimates with Xcel and MVEC have been developed. Upon approval of the subject Agency Agreement, the Federal HSIP grant award funds can be utilized for project costs and improvement installations.

Currently, many Carver County rural intersections have only one or at most two lights that provide basic location or minimal destination style low level lighting. Many of these were done as part of past County Roadway Safety Plan efforts and budgets intended toward low-cost, system-wide highway safety improvements. Further research by the Local Road Research Board (LRRB) and others have found that even a small increase in lighting levels and uniformity can have considerable safety and level of service benefits at a high benefit to cost ratio. As part of the subject grant application and project, locations countywide were screened and prioritized for crash history, complex geometry, and traffic volumes to create a candidate list of rural intersections that would benefit the most. After further screening and investigation, and project budget, approximately 25 rural intersections out of 41 total locations in this round of work are planned for additional lighting.

This Agency Agreement allows the County to get reimbursed for a large portion of the project costs, up to the federal aid cap of \$310,050, based on the grant estimate at the time. The most current estimate for the MVEC work area is approximately \$124,245 and the estimate for the Xcel work area is approximately \$415,234, both including electricity and maintenance for the service life of the lighting. Additionally, CSAH State Aid Rules 8820.3100 allow for such lighting as a special item eligible state aid participation expense. Upon approval of this agreement, staff will work with Xcel and MVEC to complete the project work.

ACTION REQUESTED:

Motion to adopt a resolution to enter into Agreement No. 1046416 with the State of Minnesota for the Countywide Rural Intersection Lighting Improvements Project (SP 010-030-008), pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget	FUNDING								
If "Other", specify: 	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;">\$82,274.00</td> </tr> <tr> <td>CSAH Regular</td> <td style="text-align: right;">\$147,555.00</td> </tr> <tr> <td>Federal HSIP</td> <td style="text-align: right;">\$310,050.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$539,879.00</td> </tr> </table>	County Dollars =	\$82,274.00	CSAH Regular	\$147,555.00	Federal HSIP	\$310,050.00	Total	\$539,879.00
County Dollars =	\$82,274.00								
CSAH Regular	\$147,555.00								
Federal HSIP	\$310,050.00								
Total	\$539,879.00								
FTE IMPACT: None	<input checked="" type="checkbox"/> Insert additional funding source								

Related Financial/FTE Comments:
 Part of MnDOT HSIP Hwy Safety Grant Award with maximum cap of \$310,050 federal funds with County Public Works Project Number 208876 Countywide Rural Intersection Lighting Improvements.

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

Date: December 14, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**STATE OF MINNESOTA AND COUNTY OF CARVER
AGENCY AGREEMENT NO. 1046416
FOR
FEDERAL PARTICIPATION IN FORCE ACCOUNT
FOR
SP 010-030-008 – HSIP COUNTY-WIDE RURAL INTERSECTION LIGHTING
IMPROVEMENTS**

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Carver County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the County Board Chair and the County Administrator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1046416", a copy of which said agreement was before the County Board and which is made a part hereof by reference.

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 14th day of December, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 14th day of December, 2021.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to add Registered Nurse (RN) STOC for Public Health

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The COVID-19 pandemic has placed added responsibilities on our local Public Health to provide emergency response services, which include but are not limited to the administration and distribution of vaccinations, biometric testing for specified communicable diseases, provision of essential services, and consultation to residents, community partners and others to mitigate the impact of the pandemic.

To meet the current critical needs of residents affected by the pandemic, additional short-term nursing support is required in the Public Health department to facilitate the provision of these services. The MDH COVID-19 Response and Vaccination Implementation Grant to Carver County specifically provides funding to local Public Health to expand their capacity to prevent and respond to COVID-19 outbreaks and recovery as needed through December 31, 2023. These funds will be utilized to fund the RN STOC.

Total cost for this STOC position is not to exceed \$29,488. No County levy dollars are required to fund this STOC position.

ACTION REQUESTED:

Motion to approve a temporary STOC Registered Nurse position to expand Carver County Public Health's capacity to respond to the COVID-19 pandemic.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$0.00
MDH COVID-19 Response	\$29,488.00
Total	\$29,488.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

No County levy dollars are required to fund this STOC position. Above reflected in budget amendment request form attached to RBA-8041.

Office use only:

RBA 2021 - 8059

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to add STOC Administrative Support positions for Health and Human Services

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The COVID-19 pandemic has placed added responsibilities on our local Public Health, Behavioral Health, and Human Services departments to meet the needs of Carver County residents. There has been a significant increase in the call volume from residents to address questions pertaining to the pandemic. Staffing challenges due to leaves of absence coupled with experiencing increased, complex client needs with accessing and utilizing services all associated with the pandemic has stretched the capacity of current staff and their ability provide efficient and responsive services in a timely manner. To better provide a more immediate response to our residents' COVID-19 inquiries and assist them with accessing and utilizing critical services, Carver County Public Health requests hiring two STOC Administrative Support positions to meet this need. Each STOC position will work no more than 13 hours per week for a period not to exceed one year.

The MN Department of Health COVID-19 Response and Vaccination Implementation Grant specifically provides funding to local Public Health to address this need during the pandemic and recovery period through December 31, 2023, and will be used to fund these STOC positions. Total cost for these two STOC positions is not to exceed \$17,334 for each position for a total of \$34,668. No County levy dollars are required to fund these STOC positions.

ACTION REQUESTED:

Motion to approve the addition of two temporary STOC Administrative Support positions to expand Carver County Health and Human Service's capacity to respond to the COVID-19 pandemic not to exceed \$34,668.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$0.00
MDH COVID-19 Response	\$34,668.00
Total	\$34,668.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

No County levy dollars are required to fund these STOC positions. Above reflected in budget amendment request form attached to RBA-8041.

Office use only:

RBA 2021 - 8060

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Request to add 1.0 FTE to the HHS Income Support Financial Assistance teams to offer in depth support to the

Agenda Item: residents during pandemic

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
2022 FAS Salaries	11-420-600-4802-6111	\$86,500.00
TOTAL		\$86,500.00

CREDIT		
Description of Accounts	Acct #	Amount
2022 Budget Stabilization	11-420-600-1120-...	\$86,500.00
TOTAL		\$86,500.00

Reason for Request:

Request to add 1.0 FTE to the HHS Income Support Financial Assistance team to meet the pandemic response. HHS will eliminate the next vacant FTE so net impact on County FTEs is zero.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution Approving Carver County's Application for Funding from the Voting Equipment Grant Account

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

- Minnesota counties are responsible for administering elections which includes the purchase, maintenance and security of election equipment/systems;
- It is essential for Carver County to upgrade its election management system to the highest security level now available;
- Previously appropriated and newly appropriated funds totalling \$1,935,058.86 are available in the Voting Equipment Grant Account to assist counties, cities, towns and school districts with the purchase/upgrade of voting equipment/systems;
- To receive funding from the Voting Equipment Grant Account, counties must submit an application to the Minnesota Secretary of State by 12/17/21;
- All county applications for grant funds must include a resolution from the County Board of Commissioners approving the application for grant funds.

ACTION REQUESTED:

Adopt the attached resolution approving Carver County's application for funding from the Voting Equipment Grant Account

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

The County's actual grant award will be determined based on several factors but, if awarded, is currently expected to be around \$8,500.00.

Office use only:

RBA 2021 - 8047



BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA

Date: December 14, 2021

Resolution No.:

Motion by Commissioner:

Seconded by Commissioner:

A RESOLUTION APPROVING CARVER COUNTY'S APPLICATION FOR FUNDING FROM THE VOTING EQUIPMENT GRANT ACCOUNT

WHEREAS, Minnesota counties are responsible for administering elections, which includes the purchase, maintenance and security of election equipment/systems; and,

WHEREAS, it is essential for Carver County to upgrade its election management system to the highest security level now available; and,

WHEREAS, Minnesota's Legislature authorized funds totaling \$1,935.058.86 that are currently available in the Voting Equipment Grant Account to assist counties, cities, towns and school districts with the purchase/upgrade of voting equipment/systems; and,

WHEREAS, to receive funding from the Voting Equipment Grant Account, counties must submit an application to the Minnesota Secretary of State before December 17, 2021; and

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners approves and authorizes Carver County's application for funding from the Voting Equipment Grant Account; and,

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby certifies that any funds awarded from the Voting Equipment Grant Account will be used only to purchase/upgrade assistive voting technology, an electronic roster system, an electronic voting system, any individual component of an electronic voting system, or any other equipment or technology approved by the Secretary of State.

Table with 3 columns: YES, ABSENT, NO. Each column has four horizontal lines for signatures.

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 14th day of December, 2021, 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:

Social Security Advocacy Services Grant

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

This grant contract is between MN Department of Human Services and Carver County Health and Human Services. The grant period is from 01/01/2022 through 06/30/2027. This new Social Security Advocacy Services Grant is replacing the SSI Outreach, Access and Recovery (SOAR) Grant which is ending 12/31/2021.

The change away from the SOAR grant to the Social Security Advocacy Services Grant is anticipated to be cost neutral. Additional revenue will not be added in CY 2022, as \$9,000 revenue has been previously budgeted for SOAR services in CY 2022. Over the entire grant term it is anticipated that revenue greater than \$25,000 will be received from the new grant. The Carver County Health and Human Services Community Support Program will provide Social Security Advocacy Services as described in detail in this contract. Services under this grant involve providing advocacy and support to help Minnesotans who have a disability, and who are homeless or at risk of homelessness, apply for Federal Social Security Disability benefits. Payment will be made to Carver County Health and Human Services following approval by the Social Security Administration of an individual's initial application/claim or reconsideration claim in the amount of \$1,650.00 per client application.

ACTION REQUESTED:

Motion to approve accepting this MN Department of Human Services Social Security Advocacy Services grant award.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars = **\$0.00**

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

The current Social Security Advocacy Services (SOAR) grant ends on December 31, 2021. This contract will allow payment to be made to Carver County HHS for any pending claims that are approved after that date.

Office use only:

RBA 2021 - 8062

Carver County Board of Commissioners Request for Board Action



Agenda Item:

MN Counties Computer Cooperative ("MNCCC") IFS (General Ledger) Software Ratification

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Established in 1978, Minnesota Counties Computer Cooperative (MnCCC) is a joint powers organization which allows Mn counties to create a legal entity to contract for a wide variety of services, training, and software solutions. MnCCC is managed by an Executive Director and a Board of Directors and has software user groups that work together to provide specific software for use in county departments such as Corrections, Attorneys, Finance, Assessors, Taxation, etc.

MnCCC Board approved an 2022 - 2024 contract with TriMin for IFS General Ledger software that is managed by the County's Finance Department and is used by all County Divisions. The MNCCC and TriMin contract requires County Board ratification which commits the participating counties to the term and financial obligations associated with the contract.

ACTION REQUESTED:

Motion to ratify the MnCCC IFS (General Ledger) software contract with TriMin.

FISCAL IMPACT:
If "Other", specify:

FUNDING
County Dollars =

Total

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Annual support and maintenance costs for IFS (General Ledger) software is approximately \$13,000.

Office use only:

RBA 2021 - 8045

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Memorandum of Agreement with Teamsters Local 320 Licensed Management Unit Regarding Voluntary Use of Take-Home Vehicles for Sheriff's Office Licensed Management

Primary Originating Division/Dept: Employee Relations

Meeting Date: 12/14/2021

Contact: Kerie Anderka Title: Employee Relations Director

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The County and the Teamsters Local 320 – Licensed Management Unit are parties to a Labor Agreement in effect from January 1, 2021 through December 31, 2022 covering employees in the classifications of Lieutenant and Commander.

The Sheriff's Office previously established a take-home vehicle program for the Commander of Operations and Lieutenants and is eliminating the associated fees to participate in the voluntary program, to be consistent with other licensed law enforcements units within the Sheriff's Office.

The memorandum specifies the terms and conditions relevant to implementing this change.

ACTION REQUESTED:

Motion to approve the Memorandum of Agreement with Teamsters Local 320 regarding voluntary use of take-home vehicles for Sheriff's Office Licensed Management.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

Total **\$0.00**

FTE IMPACT: None

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 8056

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2022 Pay-for-Performance Salary Ranges Increase

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
 ▼

BACKGROUND/JUSTIFICATION:

Carver County employees are on a pay-for-performance compensation system, which provides employees with differential salary actions based on their specific contributions to organizational success. Objectives of the pay-for-performance system include attracting and retaining top talent and rewarding excellence. Certain collective bargaining agreements provide authority to the Carver County Board of Commissioners to establish the pay-for-performance salary ranges for classifications of represented employees participating in pay-for-performance.

It is recommended for non-bargaining employees and for bargaining units participating in pay-for-performance in 2022 (excluding MNPEA as their 2022 range was defined in negotiations), to increase the 2021 salary ranges by two percent (2.00%), effective January 3, 2022. This salary range increase shall be applied prior to calculating the general adjustment increases due January 3, 2022. The range increase alone does not have a direct immediate impact on individual employees' salaries.

ACTION REQUESTED:

Motion to increase the 2021 salary ranges by two percent (2.00%) for non-bargaining employees and for bargaining units participating in pay-for-performance in 2022 (excluding MNPEA), to be effective January 3, 2022.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 8071

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to add Adult Mental Health Registered Nurse STOC Position

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Community Support Program (CSP) provides critical nursing services to adults with serious and persistent mental illness. The Adult Mental Health (AMH) Registered Nurse position provides CSP nursing services 24 hours per week. Adults who receive long-acting antipsychotic injections and medication monitoring/education services will need this nursing service.

The MN Department of Human Services Community Support Program Grant provides funding for nursing services provided to adults experiencing serious and persistent mental illness. However, in order to access grant funding while an employee is on a leave, an STOC nurse needs to be added to provide services during this time period.

There is no other Registered Nurse position within the Behavioral Health Department, so it is not possible for another employee to provide coverage for this leave. In addition, it is important to continue to provide AMH Registered Nurse services, as these services contribute to fulfilling the annual CSP Maintenance of Effort requirement for Carver County.

ACTION REQUESTED:

Motion to approve the temporary addition of an STOC AMH Registered Nurse to cover during employee leave of absence.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars = **\$0.00**

\$9,418.00

FTE IMPACT:

Total **\$9,418.00**

Insert additional funding source

Related Financial/FTE Comments:

CSP grant funds are allocated for AMH nursing services provided to adults with serious and persistent mental illness. This STOC position will be temporary, to provide nursing services only during the employee leave.

Office use only:

RBA 2021 - 8061

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Approval to add Adult Mental Health Registered Nurse STOC Position

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
STOC Salaries	11-480-741-000-6119	\$9,418.00
TOTAL		\$9,418.00

CREDIT		
Description of Accounts	Acct #	Amount
AMH Salaries	11-480-741-0000-...	\$9,418.00
TOTAL		\$9,418.00

Reason for Request:

Request to add an Adult Mental Health Registered Nurse STOC position in 2022 during a staff leave to meet mental health needs..

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Reorganization within the Sheriff's Office

Primary Originating Division/Dept: Sheriff

Meeting Date: 12/14/2021

Contact: Jason Kamerud Title: Sheriff

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

On 11/5/2019 Sheriff Kamerud requested, by way of Board Action #2019-6468, a reorganization that converted a lieutenant to a licensed sergeant, allowing savings to be used to provide supervision within the 911 Dispatch Center. The 2019 reorganization did not increase nor decrease the total FTE allocation within the Sheriff's Office.

Sheriff Kamerud continues to evaluate the organizational structure, operational needs, and available resources, and has identified the need to increase lieutenant FTE by 1.0. The current proposal calls for the elimination of one licensed sergeant position and a creation of a licensed lieutenant position to allow for increased span of control within the position and redistribute the administrative workload. If approved, the workload and managerial spans of control will be distributed to four (4) lieutenants and twelve (12) licensed sergeants, proportionate to positional responsibility and job description. This proposal returns lieutenants and licensed sergeants to 2019 allocations.

The net increased cost of this reorganization is \$5,148, which is already included in the annual budget.

ACTION REQUESTED:

Approve elimination of 1.0 licensed sergeant and creation of 1.0 lieutenant.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars = \$5,148.00

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

Total \$5,148.00

Insert additional funding source

Related Financial/FTE Comments:

No FTE impact as a one-to-one conversion. The added increased cost of \$5,148 will be covered with the Sheriff's Office existing operating budget, see attached budget amendment.

Office use only:

RBA 2021 - 8024

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Reorganization within the Sheriff's Office

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Sal/Ben	01-201-201.61xx	\$5,148.00	Gasoline	01-201-236.6561	\$5,148.00
TOTAL		\$5,148.00	TOTAL		\$5,148.00

Reason for Request:

Elim of 1.0 Licensed Sergeant and creation of 1.0 Lieutenant, addition funding needed covered by a reduction in gasoline budget.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Change Orders #32-34 for the Jonathan Carver Parkway Project - Phase I

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="12/14/2021"/>
Contact: <input type="text" value="Shelby Sovell"/> Title: <input type="text" value="Construction Supervisor"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Jonathan Carver Parkway Project - Phase I is a Carver County led project, in partnership with the City of Carver and the Minnesota Department of Transportation that runs through the City of Carver. Carver County is acting as the lead agency and holds the construction contract with Eureka Construction, Inc.

Change Order #32 was created by Carver County, with input and consent from the City of Carver, to repair irrigation systems and landscaping at various locations throughout the project corridor that conflicted with corridor improvements. The total cost of Change Order #32 is \$29,106.60. The City of Carver is responsible for \$26,469.74 and the County is responsible for \$2,636.86.

Change Order #33 was created by Carver County, with input and consent from the City of Carver, to add an accessible pedestrian signal (APS) push button at the center median for the pedestrian flasher crossing of Jonathan Carver Parkway just south of the Dahlgren Road/6th Street roundabout. The total cost of Change Order #33 is \$3,485.90 that will be split 50/50 between the City of Carver and the County.

Change Order #34 was created by Carver County, with input and consent from the City of Carver, to add additional gravel parking area to the City of Carver's Fire Department/Public Works Building. The total cost of change order #34 is \$5,755.30 that will be paid by the City of Carver.

In the County Board resolution awarding the Jonathan Carver Parkway Project, the County Board authorized the County Engineer to sign change orders up to \$100,000 per occurrence and a project aggregate total of \$500,000.00. To date, the change order total is up to \$500,165.58. The County Engineer is requesting that the County Board authorize the County Engineer, or his designee, to approve of Change Orders #32-34 for the Jonathan Carver Parkway Project - Phase I because it is more than the \$500,000.00 aggregate threshold. Change Orders #32-34 will increase the total change order amount to \$538,513.38.

ACTION REQUESTED:

Motion to authorize the Carver County Engineer, or his designee, to approve Change Orders #32-34 for \$38,347.80 for the Jonathan Carver Parkway Project - Phase I.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING						
If "Other", specify: <input type="text"/>	County Dollars =						
FTE IMPACT: <input type="text" value="None"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>CSAH Regular</td> <td style="text-align: right;">\$4,379.81</td> </tr> <tr> <td>City of Carver</td> <td style="text-align: right;">\$33,967.99</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$38,347.80</td> </tr> </table>	CSAH Regular	\$4,379.81	City of Carver	\$33,967.99	Total	\$38,347.80
CSAH Regular	\$4,379.81						
City of Carver	\$33,967.99						
Total	\$38,347.80						
	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement for Program Management Services with Bolton & Menk Inc.

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="12/14/2021"/>
Contact: <input type="text" value="Angie Stenson"/> Title: <input type="text" value="Senior Transportation 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 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:

This is a professional services contract for program management services for project areas including Highway 5 from Victoria to Chanhassen, Highway 13 (Rolling Acres Rd), and 82nd St. W (Future Highway 18), similar to the project area from the Arboretum Area Transportation Plan (Plan). The Plan identified \$200 million in transportation investment over the next 20 year. In the next 5 to 10 years total project costs may likely exceed \$100 million, with construction in the area potentially taking place over a 10 plus year period. The purpose of this contract is to provide professional project management services to streamline development of transportation projects in this major investment area with the goal of coordinating and minimizing construction disruption to a smaller time period for the public. In order to realize this goal, this effort will advance project development for multiple, large projects, which is beyond the scope of regular staffing levels.

Typical services included in this contract are geared towards the overall advancement of project development activities for these projects and include but are not limited to project scoping, scheduling, strategy development, agency coordination, public engagement, and contract management. A portion of the contract is dedicated to specific transportation planning and engineering tasks such as traffic studies, public engagement activities, or other transportation planning reports or data analysis.

This contract is the next step in project development and continuation towards realizing the priority transportation investments identified in the Arboretum Area Transportation Plan.

ACTION REQUESTED:

Motion to approve a professional services agreement with Bolton and Menk, Inc. for Program Management Services for transportation projects pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING						
If "Other", specify: <input type="text"/>	<table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Trans. Sales Tax</td> <td style="text-align: right;">\$348,140.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$348,140.00</td> </tr> </table>	County Dollars =	\$0.00	Trans. Sales Tax	\$348,140.00	Total	\$348,140.00
County Dollars =	\$0.00						
Trans. Sales Tax	\$348,140.00						
Total	\$348,140.00						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

Program Management services estimated at 80 hrs/month (960 hrs). Program and Specific Project Support estimated at 55 hrs/month (660 hrs). Part of the contract is reserved for specific engineering services to be completed upon approval of a work order.

Office use only:

RBA 2021 - 8068

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2022 Property Tax Levy and Budget

Primary Originating Division/Dept: <input type="text" value="Administration (County)"/>	Meeting Date: <input type="text" value="12/14/2021"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Property and Finance Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="15"/> minutes Presenter: <input type="text" value="David Hemze and David Frischl"/> Title: <input type="text" value="County Administrator and Propel"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

The County Administrator's Recommended 2022 Property Tax Levy and Budget fulfills the County Board's direction to connect financial strategies to the County's short-term strategic goals and objectives.

The 2022 Budget process began at the May 25th Strategic Planning workshop where the County Board directed staff to implement the Administrator's Recommended 2022 Budget Strategy.

The County Board and staff have had several workshops, Board meetings, and held a Public Hearing on December 2nd, 2021 to discuss the 2022 Property Tax Levy and Budget.

The attached Budget Message and Overview provides a high level summary of the County Administrator's Recommended 2022 Property Tax Levy and Budget.

ACTION REQUESTED:

Motion to Adopt the 2022 Property Tax Levy and Budget Resolution

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

Related Financial/FTE Comments:

The County Administrator's recommended 2022 levy of \$62,573,855 is a 3.5% increase compared to 2021. Consistent with the County Board's 2022 Budget Strategy, by capturing the tax base created by new construction, this levy increase has an inflationary 3% County tax impact on the average value home.

Within the 2022 Property Tax Levy and Budget Resolution, the Carver County Water Management Organization (CCWMO) levy and budget is included. The County Administrator's recommended CCWMO levy of \$848,258 is a 3.22% increase compared to 2021. Based on the increased tax base projected for 2022, this requested CCWMO levy increase will have a 3.0% County WMO tax impact on the average value home.

Office use only:

RBA 2021 - 8044



Carver County Government Center

600 East Fourth Street, Chaska, MN 55318

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

December 14th, 2021

Dear Commissioners and Citizens of Carver County:

I am pleased to present the Recommended 2022 Budget.

The budget recommendations included in this document responds to the uncertain fiscal challenges related to the COVID19 pandemic while continuing Carver County's history of providing a stable level of service to our citizens. The prudent decisions included within these budget recommendations are meant to continue our fiscal stability, personnel investments and Carver County's decade long history of maintaining a AAA bond rating during a public health emergency.

Economic benchmarks, including property market values and new construction, show improved growth from the previous year. For example, the County's \$374,000 average value home increased in value by 3.4% compared to last year. The 2022 budget recommendation captures the new tax base created by this growth along with an inflationary 3.0% County tax impact on the average-valued residential property.

The 2022 Preliminary Budget totals \$141,151,038 which is a \$36,370,582 (20.49%) decrease from 2021 Budget of \$177,521,620. The net decrease is primarily the result Road and Bridge planned construction projects for 2021 compared to 2022. The recommended 2022 levy increases by \$2,100,000 (3.5%) to \$62,573,855 compared to the 2021 property tax levy of \$60,473,855.

The County Board held a public hearing on the 2022 Budget on Thursday, December 2nd, 2021. The Board is being asked to approve the final 2022 levy and budget on Tuesday, December 14th, 2021. The 2022 Budget Book will provide a broad overview of the budget, as well as narrative summaries for all county divisions and departments, elected officials, and programs and services that receive financial support from the County.

The Board is also being asked to approve the 2023 Long-Term Financial Plan on Tuesday, December 14th, 2021. The County uses the Long-Term Financial Plan along with the Annual Budget to connect financial strategies to the County's short-term and long-term strategic goals and objectives. Long-term financial planning establishes a roadmap for funding significant capital projects, facilities, vehicles and equipment replacement, and significant operating budget financial

challenges. The 2023 Long-Term Financial Plan will be used as a strategy planning tool to fund significant capital projects and operating challenges beyond the 2022 Budget.

The 2022 Recommended Budget was developed over the past several months through staff meetings, Board work sessions and public hearings. The hard work County staff provided in assisting with the preparation of this budget should be acknowledged. In particular, division directors, managers, Employee Relations and Finance staff were instrumental in preparing this budget recommendation, and their assistance is greatly appreciated.

The Budget Overview that follows forms the basis of the recommended 2022 Annual Budget and is being submitted for review by the Board of Commissioners and citizens of Carver County. It includes the 2021-2022 budget comparison summary, budget strategies, and trend data used to develop the preliminary budget. The updated summaries on revenues, expenditures, staffing changes, capital projects, and replacement cost for facilities, vehicles and equipment also factor into the final budget recommendation.

Thank you for your continued support and cooperation as we move toward completion of the 2022 Annual Budget process.

Sincerely,



David Hemze
County Administrator

Budget Overview

Budget Summary

The 2022 Recommended Budget totals \$141,092,939 which is a decrease of \$36,428,681 from the 2021 Budget.

2021-2022 Budget Comparison		
Revenue	2021 Budget	2022 Budget
Taxes & Penalties	76,479,285	74,880,090
Licenses & Permits	1,417,310	1,611,156
Intergovernmental	79,382,540	43,680,291
Charges for Services	15,034,505	15,591,692
Fines & Forfeitures	218,486	223,486
Investment Earnings	1,537,447	1,568,792
Other Revenues	3,452,047	3,595,531
Total Revenues	\$177,521,620	\$141,151,038
Expenditures		
Public Assistance	\$6,393,927	\$6,395,613
Personnel Services	76,711,395	82,201,872
Services & Charges	12,836,881	12,368,246
Material & Supplies	4,587,736	4,429,032
Capital Outlay	72,732,511	31,822,300
Debt Services	5,032,200	5,032,200
Other Expenses	(3,382,791)	(3,558,453)
Transfers	2,609,761	2,460,228
Total Expenditures	\$177,521,620	\$141,151,038
Reserves Used	-	-

This chart compares the revenue and expenditure amounts for 2021 and 2022.

The most significant changes in the 2022 Budget are in Taxes & Penalties, Intergovernmental, Personnel Services, and Capital Outlay.

The decrease in taxes & penalties, intergovernmental revenues, and capital outlay is primarily due to the sales tax, state and federal funds that were included in the 2021 Budget to finance Road and Bridge capital projects planned for 2021. The 2022 Road and Bridge Capital Improvement Budget decreased by \$41,557,399 million compared to 2021.

Strategies to Close the 2022 Budget Gap

2022 Budget Gap: Executive Summary	
Tax Levy Increase: Zero Impact on Average Value Home	(\$2,100,000)
Salary and Benefit Projection:	3,355,000
Attachment A: County-wide Levy Adjustments	(1,104,000)
Attachment A: Division Requests for Trend and Cost Increases	292,000
Attachment A2: Division Levy Adjustments	(923,000)
Attachment B: Staffing Changes	180,000
Attachment C: Capital Projects	100,000
Attachment D: Facilities, Vehicles, and Equipment Replacement	100,000
Attachment E: Redirect CPA from operating to capital	100,000
Budget Gap: Reserves Used	\$0
Attachment E: Capital Projects Funded by Non-Tax Levy Revenue	\$4,170,000

Following the Board’s direction to minimize the county’s tax impact on the average-value home, the Recommended 2022 Budget was developed using the strategies that are summarized in the above chart and then described in the following paragraphs.

- **Capturing tax base from new construction offsets the County’s tax impact on the average value home.**

The County Administrator’s Recommended 2022 Tax Levy increase is **\$2,100,000** which is a 3.5% increase over the 2021 Levy. However, by capturing the tax base from new construction the county’s tax impact on the average value home is 3.0%.

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

The 2022 salary and benefits are projected to increase by **\$3,355,000** compared to 2021. The salary projection is based on wage and benefit market trends. The results from an RFP (request for proposal) for 2022-2024 health insurance coverage increased the County’s projected contributions to employee health insurance in the 2022 Budget by over \$900,000.

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

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

The 2022 Budget identifies **\$1,104,000** in County-wide levy savings primarily from the County’s OPEB Trust starting to pay for \$643,000 in health insurance costs and a \$400,000 electric line tax base adjustment required by the Mn Department of Revenue.

The 2021 Budget also identifies **\$292,000** in Division requests for trends and cost increases which was offset by **\$923,000** in Division levy adjustments.

See Attachment A and Attachment A2 for a summary of the recommended \$1,104,000 in County-wide levy savings, \$292,000 Division requests for trend and cost increases, and \$923,000 in net Division adjustments.

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

The recommended staffing changes are funded by non-levy sources of \$482,000 and a **\$180,000** levy increase. *See Attachment B for recommended 2022 Staffing Changes*

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

New capital projects have been funded with revenue sources that did not increase the County's property tax levy. These sources include federal, state, regional grants, and County Program Aid (CPA). Following past County Board direction an additional tax levy of **\$100,000** is being allocated to the Road Preservation Plan in the 2022 Budget. *See Attachment C for the list of recommended 2022 Capital Projects.*

This recommended budget also includes one-time projects funded by **\$3.68 million** of Highway Reimbursement Funds and \$540,000 in State County Program Aid. The Highway Reimbursement Funds are annual repayments from the State for the County advance-funding \$20 million of the State's contribution to the Southwest Bridge Reconnection Project over the MN river in 2014. This funding is planned to end in 2022. *See Attachment E for the list of recommended 2022 Capital Projects funded by 2022 Highway Reimbursement Funds and other financing sources.*

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

Board direction in the County's Long-Term Financial Plan is to have a five-year schedule to strategically replace facilities, vehicles and equipment. The 2022 Budget recommends \$2,051,893 million to replace facilities, vehicles and equipment, which is a \$105,632 increase from the 2021 Budget. The 2022 levy needed to fund these purchases is \$1,605,000, which is an increase of **\$100,000** from 2021. *See Attachment D for the recommended 2022 facilities, vehicles and equipment replacement schedule.*

2022 Budget: Net Levy Adjustments/Trends

8/10/2021

	Item	Division Request	County Administrator's Preliminary Recommendation
Attachments C-E			
	Attachment C - 2022 Capital Projects - Road Preservation	100,000	100,000
	Attachment D - 2022 Equipment Replacement	100,000	100,000
	Attachment E - CPA redirected from Operating Budget to One-Time Projects	100,000	100,000
	<i>Subtotal accounted for in Attachment C-E</i>	<i>300,000</i>	<i>300,000</i>
County-wide:			
	2022 State CPA reduction	108,949	108,949
	OPEB Trust pay for retirees implicit rate and end operating contribution	(642,872)	(642,872)
	LTFP driven- IT cost increases	30,000	30,000
	Department of Revenue- Electric Line Statute Reinterpretation	(400,000)	(400,000)
	Vacancy Savings Adjustment - 5.0% of 2022 Salary & Benefit Projection	(200,000)	(200,000)
	<i>Subtotal</i>	<i>(1,103,923)</i>	<i>(1,103,923)</i>
Divisions Negative Expenditure Trends Levy Adj:			
Property and Finance- Property Taxation	Transaction service fee for online payments- no longer charge the taxpayer	8,000	8,000
Attorney's Office/HHS-CS	Veteran Court Program- levy need	30,000	30,000
Public Services - IT	A/V equipment and maintenance for Court Rooms, Board Room and Conf. Rms	25,000	25,000
Public Services - IT	Historical Society IT Service Costs	3,500	3,500
Public Services - IT	Electronic signature envelopes	15,000	15,000
Public Works - Admin	Enterprise CIP and Program Management Software License	50,000	50,000
Public Works - Parks	Software License fee- reservation system & Point of Sale	6,600	6,600
Public Works - Parks	Park and Trail Pavement Management	9,900	9,900
Public Works - Parks	Professional Services for Park Development & Redevelopment	15,000	15,000
Public Works - Operations	Road Salt/De-icing	75,000	75,000
Public Works - Program Delivery	Trimble GPS Software	10,000	10,000
Public Services - Historical Society	Increase cost of staffing, based on County projection	7,628	7,628
Public Services- SWCD	Increase cost of staffing, based on County projection (County portion)	14,445	14,445
	<i>Subtotal - Expenditure Levy Adj.</i>	<i>270,073</i>	<i>270,073</i>
Divisions Net Revenue Levy Adjustments:			
Public Services - Library	Designate Juvenile Library Materials as Fine-Free	21,500	21,500
	<i>Subtotal - Revenue levy adj.</i>	<i>21,500</i>	<i>21,500</i>

Net Division Levy Adjustment**291,573****291,573****Net County Wide and Division Levy Adjustment****\$ (812,350) \$ (812,350)****Net Attachments C-E, County Wide and Division Levy Adjustments****(512,350) (512,350)**

"Inflation Impact " 2022 Budget Gap =

\$ (1,800,000)

Levy Adjustment Targets By Division:

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

Division(s)	2021 Levy Allocation	2021 Levy/ CPA %	2022 Initial Levy Target	Departments	Adjustment Type (Pick One): New Revenue, Trends, Cost Savings, "Decrease Programs/Services", etc.	DD Submitted Levy Adjustments	Administrator's Recommended Levy Adjustments	Describe Adjustments i.e. driving factors, impact, effective date, etc.	
Property & Financial Services				Land Records	New Revenue	(31,345)	(31,345)	Increased land transaction volume resulting and increased Land Record Fee revenue	
				Finance	New Revenue	(31,345)	(31,345)	Increase investment income based on past trends and transitioning to an investment advisory firm.	
Subtotal PFS	2,138,559	3.5%	(62,690)			(62,690)	(62,690)		
Public Services				Environmental Services	New Revenue	(49,000)	(49,000)	Environmental Services anticipates raising additional revenue of \$49,000 in 2022 due to increased numbers of parcels paying the Carver County Solid Waste Fee.	
				Environmental Services	New Revenue	(8,000)	(8,000)	Environmental Services anticipates receiving additional revenue of \$8,000 from the State of Minnesota in 2022 through our SCORE funding.	
				Environmental Services	New Revenue	(23,408)	(23,408)	Environmental Services anticipates receiving additional revenue of \$23,408 through increasing usage of the Environmental Center in 2022, from drop-off fees and reimbursement from Paint Care MN.	
				Planning and Water Management	Levy offset	(15,000)	(15,000)	Personnel cost allocation to WMO Levy	
				Extension	Cost Savings	(9,000)	(9,000)	For 2022, the University of Minnesota is decreasing our MOA cost.	
				Extension	Cost Savings	(6,000)	(6,000)	Early in 2021, the County Board approved a restructure of Extension Admin Support. As part of that, \$19,000 was put in the budget for interns. The actual costs we are seeing are closer to \$13,000 and we can therefore reduce this by \$6,000.	
				PS Admin	Cost Savings		See Att B	See Att B	Restructure of the Deputy Director position.
				IT	Decrease Programs/Services	(30,000)			Reduction in CarverLink's operational budget for construction projects (listed on Attachment D). CarverLink would become very dependent on the one-time \$75,000 capital project funding it receives each year. Construction projects include fiber conduit for County road projects and miscellaneous fiber builds that enhance connectivity opportunities within the network for participating communities.
				IT	Decrease Programs/Services	(5,000)			Reduction in IT's Managed Print Services budget. IT will evaluate printer fleet to determine where we could remove printers from contract and promote multifunction device usage.
				IT	Cost Savings	(2,500)	(2,500)	Continue to evaluate phone and internet service accounts for cost savings.	
				IT	Cost Savings	(16,750)	(16,750)	Change the County's email spam filtering software from Cisco to Microsoft. The Microsoft Exchange (email) to the Cloud project was recently completed which allows the County to take advantage of Microsoft's spam filtering system that is included in the County's current Microsoft licensing.	
				IT	Decrease Programs/Services	(10,000)	(10,000)	Decrease data plan services through Verizon. Review and evaluate business case for mobile data plans. Leverage new technologies that could replace the need of a mobile data plan.	
				IT	Cost Savings	(20,000)			Reduce Enterprise Microsoft Licensing costs based on new subscription models. Review licensing tiers for Microsoft 365 licensing, make sure employees are in the right licensing tier for what they need. Review Microsoft Dynamics 365 licensing, reducing Team member licensing and transition enterprise licensing over to PowerApps to save on licensing costs.
IT	Trends		(5,000)	(5,000)	Reduction in paper costs due to less employees printing.				

				IT	Decrease Programs/Services	(100,000)	(100,000)	Reduction in IT's Capital and Project Initiatives budget to help offset increased Infrastructure software and licensing fees. This will be a reduction in IT's ability to make one-time capital purchases for infrastructure hardware and reduce dollars available for IT projects. IT will make more one-time capital infrastructure hardware or IT project requests.
				IT	Trends	100,000	100,000	Over the past few years there continues to be a trend in increased Infrastructure Software and Licensing Fees. There are three major factors in the increase: 1. As the County purchases additional hardware to support our virtual server environment and the Virtual Desktop (VDI) environment, the software cost increases coincides with the hardware purchases in the data center. 2. IT has implemented new software to manage our remote computer hardware and software to manage all computers for software deployment and upgrades. 3. IT implemented a new backup software that now includes Microsoft Cloud data, not just on-premise data.
				Land Management	New Revenue	(4,500)	(4,500)	Raising additional revenue of \$4,500 in 2022 due to an increase to fees for Conditional Use Permits, Interim Use Permits, and increasing the cost recovery hourly rate and cap for similar land use requests. (Effective Jan 1, 2022)
				Land Management	New Revenue	(500)	(500)	Changing the Personal Accessory Structure Storage requests from CUP's (\$400.00 application fee) to Variance requests (\$500.00 application fee) in the Zoning Code. (Effective Jan 1, 2022)
				Library	New Revenue	(3,200)	(3,200)	MELSA Phase funds will be requested annually to cover Envisionware support and maintenance
				Library	Cost Savings	(30,000)	(30,000)	Migration to a new ILS yielded savings
				Library	Trends/Cost Savings	(6,000)	-	Reduction of these budget lines would mean fewer purchases from this fund of small furniture or equipment such as DVD cleaners.
				Library	Cost Savings	(10,385)	-	Reduction in Equipment and Furniture by over half would mean that public furniture wouldn't be replaced as often and we would need to keep worn and tired furniture.
				Library	Cost Savings/Reduction in Service	(17,200)	-	Reduction in Tech Office Equipment such as laptops, computer replacements, iPads, etc. by almost half. Would need to keep existing equipment longer which will likely result in more downtime and technology issues.
				Library	Trend	(9,000)	(9,000)	Reduction in General Operating supplies
				Library	A1 Reduction	(21,500)	(21,500)	To make target, preferred strategy to not remove fines for juvenile as outlined in A1.
				Library	Cost Savings	(7,800)	-	Reduce funds/hours for STOC library staff. These hours were added in 2020 as part of a position restructuring. The STOC staff help fill shifts when people are on PTO, out sick, training, etc.
				VSO	Decrease Programs/Services	(1,440)	(1,440)	Discontinuing use of bus WI-FI in veteran transportation vehicles; adjusts rider experience and lesson's ability of transportation drivers to tele-work from vehicle.
				VSO	Cost Savings	(2,560)	-	Reduce STOC Employee budget by 19%; this enables the office to keep one STOC employee on staff. Department will work to create a federal VA "Work Study" program to address periodic staffing needs.
				VSO	Trends/Cost Savings	(1,000)	(1,000)	Reducing software licensing fees based on past years' budget variance; has no effect on current software needs.
				Facilities	Decrease Programs/Services	(30,000)	-	Reduce 3rd party cleaning days/hours per week to almost half at County buildings. Will impact level of cleaning service for the affected buildings resulting in a less clean work environment.
Total PS	15,171,706	24.7%	(444,743)			(344,743)	(215,798)	
Sheriff's Office				Jail	Cost Savings	(60,000)	(60,000)	Reduce inmate meals due to decrease in Federal inmate boarding 2022
				Jail	Cost Savings	(5,000)	(5,000)	Reduce Medical Supplies due to decrease in Federal inmate boarding 2022

				Patrol	Cost Savings	(70,000)	-	Reduce squad purchases. This will have an operational impact on the fleet. We need to rotate approximately 10 vehicles a year.
				Patrol	Cost Savings	(5,000)	(5,000)	Reduce Noncapitalized Equipment. Reduce squad purchases.
				Support Services	Cost Savings	(5,000)	-	Reduce Conference, Professional Maintenance (Peace Officer Training) Reducing this line item will make it difficult to meet the training requirements put in place by POST and the MN State Legislature.
				Admin	Cost Savings	(10,000)	(10,000)	Reduce career development. Trend shows a reduction can be tolerated. This is Tuition reimbursement.
				Admin	Cost Savings	(5,000)	-	Reduce Conference, Professional Maintenance. Reducing this line item will make it difficult to meet the training requirements put in place by POST and the MN State Legislature.
				Emergency Management	Cost Savings	(10,000)	-	Eliminate Fire Service funds
				Emergency Management	Cost Savings	(4,000)	(4,000)	Reduce Conference, Professional Maintenance
				Communication Center	Cost Savings	(3,000)	(3,000)	Law Enforcement Supplies. Trend shows a reduction can be tolerated.
Subtotal Sheriff	15,520,879	25.3%	(454,978)			(177,000)	(87,000)	
Public Works				301-6332	Reduce Staff Training	(2,000)	(2,000)	Reduce travel and conferences. Less professional development
				301-6331	Trends	(300)	(300)	Less driving
				301-6378	Trends	(150)	(150)	Reduce miscellaneous budget
				304-6260	Decrease Programs/Services	(10,000)	(10,000)	Reduce professional services - use in house crews or delay specialty work (culvert replacement, ditch cleaning etc.)
				304-6340	Decrease Programs/Services	(15,000)	(15,000)	Less equipment rentals - less efficient operations
				304-6501	Trends	(20,000)	(20,000)	Lower supply purchases.
				304-6550	Decrease Programs/Services	(60,000)	(60,000)	Reduce Seal Coat Budget - Use CIP \$s to offset reduction
				306-6561	Trends	(10,000)	(10,000)	Reduce gasoline budget, decrease idle time
				306-6562	Trends	(10,000)	(10,000)	Reduce diesel budget, decrease idle time
				302-6265	Reduce Staff Training	(3,500)	(3,500)	Reduce travel and conferences. Less professional development
				302-6265	Decrease Programs/Services	(10,000)	(10,000)	Eliminate Amazon Cloud storage and data hosting for Cartegraph - IT is working on a solution. If not successful there will be continued downtime for asset related software applications.
				520- 6260	Decrease Programs/Services	(20,000)	-	Professional Services, Decrease in park and trail planning work for repair/replacement of infrastructure and or park and trail master plans, other studies
				303-6332	Reduce Staff Training	(7,500)	(7,500)	Reduce travel and conferences. Less professional development
				303-6309	Decrease Programs/Services	(5,000)	(5,000)	Delay non-essential repairs to traffic signals.
				303-6260	Decrease Programs/Services	(7,000)	-	Reduce the use of consultants to perform work in-house, likely with delays.
				303-6520	Decrease Programs/Services	(5,000)	(5,000)	Delay non-essential repairs to traffic signs.
Subtotal PW	6,323,348	10.3%	(185,362)			(185,450)	(158,450)	
Health & Human Services				Child & Family	Hope House - Decrease	(40,000)	-	In 2020 & 2021 increased contracted amount to meet growing need of homeless youth. Unable to sustain these additional costs

				Housing Unit	Beacon Housing - Decrease	(83,000)	-	Unable to sustain this budget to support Beacon housing which is a faith/church based housing/career program for homeless
				Outpatient	River Gables - Decrease	(18,000)	-	Unable to sustain this additional budget for the Chaska Outpatient site rental contract - clients will need to drive a further distance for MH services
				All Departments	New Revenue	(143,123)	(143,123)	Largely includes- residential treatment increases revenue related to increased residential placements, CMH screening grant, and opioid allocation. Anticipated Encore attendance levels.
				Admin	Budget Adjustments	(11,000)	(11,000)	Reduced equipment, office supplies, etc.
				HCBC- DD	Budget Adjustments	(39,000)	(39,000)	Based on trends- adjusted foster care budget, extended employment, and ICFMR
				Public Health	Budget Adjustments	(40,000)	(40,000)	Based on trends- reduced milage, supplies, and professional and tech fees
				CareerForce	Budget Adjustments	(53,000)	(53,000)	Balanced grant expenditures and anticipated grant allocations
Subtotal HHS	14,570,632	23.7%	(427,123)			(427,123)	(286,123)	
County Attorney				Attorney	New Revenue	(5,000)	(5,000)	Increase to Prosecution contract surcharge fee for 2022- estimated 4.85% increase based on sal/ben increase, as well as, projecting higher fine revenue in 2022.
Subtotal CA	3,359,526	5.5%	(98,481)			(5,000)	(5,000)	
Employee Relations				Employee Relations	Trends	(50,000)	(50,000)	Decrease budgeted unemployment funds that were increased related to pandemic concerns.. (This would not be recommended if the County anticipates implementing layoffs in 2022, or amount may need to be adjusted depending on what is anticipated.)
				Employee Relations	Decrease Programs/Services	(11,581)	(11,581)	Decrease double-encumber budget, which supports double-encumbering an FTE for a brief timeframe to complete training and passing on knowledge from incumbent to new hire in certain limited employment transition situations.
Subtotal ER	2,100,754	3.4%	(61,581)			(61,581)	(61,581)	
Court Administration								
Subtotal Court Adm.	393,100	0.6%	(11,523)			-	-	
County Commissioners	-			County Board	Decrease memberships and training	(11,000)	(11,000)	Decrease in Board membership dues \$6,000; decrease in conference and training for Board members \$5,000
Subtotal County Commissioners	729,902	1.2%	(21,396)			(11,000)	(11,000)	
County Administration				County Administration	Decrease memberships and training	(23,000)	(23,000)	Decrease in County Admin membership dues \$3,000, decrease in County Admin lobbyist services \$20,000
Subtotal County Admin.	418,378	0.7%	(12,264)			(23,000)	(23,000)	
County Commissioners & County Admin Total	1,148,280		(33,661)			(34,000)	(34,000)	
Soil and Water Conservation District				SWCD	New Revenue	(10,000)	(10,000)	Shift more billable staff time under state district capacity grant funds
Subtotal SWCD	336,530	0.5%	(9,865)			(10,000)	(10,000)	

Historical Society				Historical Society	Decrease Programs/Services	(6,739)	-	County would reduce it's allocation to the Historical Society by \$6,739. In speaking with the historical society, this would be a deep cut to their lean budget and would most likely result in reducing staffing costs and services.
Subtotal Historical Society	229,898	0.4%	(6,739)			(6,739)	-	
Fair Board				Fair Board	Decrease in allocation	(2,254)	(2,254)	Cut to hit target
Subtotal Fair Board	111,000	0.2%	(3,254)			(2,254)	(2,254)	
Subtotal	\$ 61,404,212	100.0%	<u>\$ (1,800,000)</u>			\$ (1,316,580)	\$ (922,896)	

Attachment B: Recommended Staffing Changes

as of 12/3/2021

Division/Department	Division priorities	Division Requested FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	Administrator Recommended Net Levy (\$)
Requested for 2022:										
PFS - Property Assessment	2	1.00	NonLevy	1.00	Administrative Assistant**	74,500	-	48,307	26,193	26,193
PFS - Property Assessment	2	(0.50)	NonLevy	(0.50)	Appraiser Intern	(26,193)	-	-	(26,193)	(26,193)
PFS - License Centers	3	2.00	NonLevy	2.00	Senior Licensing Specialist	156,214	-	37,270	118,944	118,944
PFS - License Centers	3	(2.00)	NonLevy	(2.00)	Licensing Specialist	(118,944)	-	-	(118,944)	(118,944)
HHS - Behavioral Health	1	(1.00)	Partial Levy	-	Adult Mental Health Case Manager	(108,835)	-	-	(108,835)	
HHS - Behavioral Health	1	1.00	Partial Levy	-	Clinical Social Worker	120,195	-	-	120,195	
HHS - Behavioral Health	2	2.00	Partial Levy	-	Therapist	240,390	-	192,312	48,078	
HHS- Sheriff's Office request	3	1.00	Partial Levy	-	Law Enforcement Crisis Responder	126,537	25,000	-	101,537	
ER- Health & Safety	1	1.00	Partial Levy	1.00	Occupational Health & Safety Manager	125,280	-	75,280	50,000	50,000
Public Services - Restructure	AttA2	(1.00)	Levy	(1.00)	Restructure Deputy Director	(100,000)	-	-	(100,000)	(100,000)
Public Services - Information Technology	1	1.00	Levy	1.00	IT Security Analyst	110,009	-	-	110,009	110,009
Public Services - Information Technology	2	1.00	Levy	1.00	Lead Project Manager	120,103	-	-	120,103	120,103
Public Services - Environmental Services	3	(1.50)	NonLevy	(1.50)	Environmental Attendant	(55,233)	-	-	(55,233)	(55,233)
Public Services - Environmental Services	3	2.40	NonLevy	2.40	Environmental Attendant	163,971	-	108,738	55,233	55,233
Public Services - Information Technology	4	1.00	Levy	-	IT Applications Analyst	110,009	-	-	110,009	
Public Services - Facility Services	5	1.00	NonLevy	1.00	Journeyman Electrician	97,817	-	18,981	78,836	78,836
Public Services - Facility Services	5	(1.00)	NonLevy	(1.00)	Facility Technician	(78,836)	-	-	(78,836)	(78,836)
Public Services - Land Management	7	1.00	Levy	-	Planner	116,551	-	-	116,551	
Public Services - Library Services	6 & 9	1.35	Levy	-	Library Assistant	107,489	-	-	107,489	
Public Services - Library Services	8	0.30	Levy	-	Librarian	34,012	-	-	34,012	
Public Works - Operations	1	(0.50)	NonLevy	(0.50)	Highway Maintenance Operator	(36,348)	-	-	(36,348)	(36,348)
Public Works - Operations	1	1.00	NonLevy	1.00	Highway Maintenance Operator	87,018	-	50,670	36,348	36,348
Public Works - Parks	2	0.82	NonLevy	0.82	STOC - PT Seasonal	26,000	-	26,000	-	-
Public Works - Program Delivery	3	1.00	NonLevy	1.00	Transportation Planner	116,551	-	116,551	-	-
Public Works - Operations	4	1.00	Levy	-	Highway Maintenance Operator	87,018	-	-	87,018	
Public Works - Asset/Performance Mgmt.	5	1.00	Levy	-	IT Analyst - GIS	110,009	-	-	110,009	
Subtotal:		14.37		5.72		\$ 1,605,284	\$ 25,000	\$ 674,109	\$ 906,175	\$ 180,112

Attachment C: Capital Projects by Fund for 2021
as of 12/3/21

DEPT.	CIP #	DESCRIPTION	2021	2022	2022	Inc./Dec
			Board Approved	Recommended	Board Approved	
Parks & Trails Capital Improvements						
	522-512	TH5 Arboretum Trail (CPA)- payback to Fund 32	73,699	-	-	(73,699)
	529-517	Lake Waconia Regional Park/Coney Island (Parks & Trails Funds)	286,000	-	-	(286,000)
		Lake Waconia Regional Park Waterfront Service Center (Parks and Trails Fund)	-	300,000	-	300,000
		Lake Waconia Regional Park Waterfront Service Center (CPA)	-	73,699	-	73,699
		34-000-XXX-XXXX-66xx	359,699	373,699	-	14,000
Fund 34 Tot	34-XXX-XXX-XXXX-66XX		359,699	373,699	-	14,000
		Levy Dollars - Fund #34	-	-	-	-
Building and Other Capital Improvements						
		Contribution to Agricultural Society 2020/2021 Building Projects (CPA)	60,000	60,000	-	-
		Building Security Improvement Plan- (CPA)	13,699	13,699	-	-
		30-XXX-XXX-XXXX-6630	73,699	73,699	-	-
Fund #30 Tr	30-XXX-XXX-XXXX-66XX		73,699	73,699	-	-
		Levy Dollars - Fund #30	-	-	-	-
Regional Rail Authority Right-of Way Capital Improvements						
		Contribution to County for FTE (levy)	105,193	131,193	-	26,000
		Ditch Drainage, Culvert Cleaning, Tree Removal, Trail Crack Sealing & Sealcoating	69,807	69,807	-	-
		15-XXX-XXX-XXXX-66XX	175,000	201,000	-	26,000
Fund #15 Tr	15-XXX-XXX-XXXX-66XX		175,000	201,000	-	26,000
		Levy Dollars - Fund #15	173,000	199,000	-	26,000
Road & Bridge Capital Improvements						
Transfers						
		State Aid Regular transfer for FTEs	424,278	300,252	-	(124,026)
		Transportation Sales & Use Tax to Fund 3 for FTEs and 212 professional services	443,670	510,891	-	67,221
		Wheelage tax funds transfer to Fund 35	315,000	315,000	-	-
		Levy transfer to Fund 3 for Seal Coating and Crack Filling	82,190	82,190	-	-
		03-304 & 35-814	1,265,138	1,208,333	-	(56,805)
Professional Services						
		307-8637 CSAH 18 Reconstruction from TH 41 to Galpin (MUN/STATE)	363,116	-	-	(363,116)
		307-8760 CSAH 10 Expansion from RR to Creek Ln. N.(10-M3) (Sales Tax)	271,920	-	-	(271,920)
		307-8811 CSAH 11 - Reconstruction From 6th Street to TH 212. (MUN/STATE)	200,000	-	-	(200,000)
		307-8813 CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (with TH41 - City Lead) (MUN/STATE)	322,350	383,076	-	60,726
		307-8813 CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (with TH41 - City Lead) (Sales Tax)	61,800	71,972	-	10,372
		307-8820 Highway 41 and 10 Expansion from Bavaria to Park Drive (10-S2,S4,M4,M5,M6) (MUN/STATE)	84,420	319,000	-	234,580
		307-8820 Highway 41 and 10 Expansion from Bavaria to Park Drive (10-S2,S4,M4,M5,M6) (Sales Tax)	425,430	1,341,308	-	915,878
		307-8824 CSAH 61 Reconstruction from Engler Blvd. to Bluff Creek Dr.(M5, L5) (MUN/STATE)	1,028,715	-	-	(1,028,715)
		307-8826 TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)	429,187	1,892,699	-	1,463,512
		307-8826 TH 212 Expansion from Norwood Young America to Cologne (Sales Tax)	429,187	-	-	(429,187)
		307-8834 Highway 41 Reconstruction from Mn River to Walnut Court. (City Lead) (Sales Tax)	70,000	43,430	-	(26,570)
		307-8834 Highway 41 Reconstruction from Mn River to Walnut Court. (City Lead) (MUN/STATE)	70,000	-	-	(70,000)
		307-8844 CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)	530,105	-	-	(530,105)
		307-8866 Highway 20/25 Intersection (CSAH Reg)	166,000	35,009	-	(130,991)
		307-8866 Highway 20/25 Intersection (MUN/STATE)	0	37,267	-	37,267
		307-8880 CSAH 50 shoulder widening and rehab from CSAH 31 to CSAH 33(W) (Wheelage Tax)	62,106	-	-	(62,106)
		307-10-S1 CSAH 11 Improvements from N. of RR to S. of Marsh Lake Road (10-S1) (MUN/STATE)	49,852	-	-	(49,852)
		307-10-S3 Highway 41 Underpass N. of Engler (10-S3) (MUN/STATE)	19,313	-	-	(19,313)
		307-8365 82nd St (CSAH 18) - Construction Bavaria (incl. int.) to Hwy 41 (AATP W82-1a, W82-3a) (MUN/STATE)	0	214,559	-	214,559
		307-8365 82nd St (CSAH 18) - Construction Bavaria (incl. int.) to Hwy 41 (AATP W82-1a, W82-3a) (Sales Tax)	0	278,759	-	278,759
		307-8760 CSAH 10 Expansion from RR to Creek Ln. N. incl. CSAH 11 Intersection (10-M1, 10-M3) (MUN/STATE)	0	1,910	-	1,910
		307-8760 CSAH 10 Expansion from RR to Creek Ln. N. incl. CSAH 11 Intersection (10-M1, 10-M3) (Sales Tax)	0	365,692	-	365,692
		307-8818 County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (City Lead) (Sales Tax)	0	300,144	-	300,144
		307-8827 TH 5 - Expansion from Rolling Acres Rd. to Minnewashta Pkwy.(AATP H5E-1, H5W-5, RAR-1) (MUN/STATE)	0	78,121	-	78,121
		307-8827 TH 5 - Expansion from Rolling Acres Rd. to Minnewashta Pkwy.(AATP H5E-1, H5W-5, RAR-1) (CSAH Reg)	0	95,481	-	95,481
		307-8827 TH 5 - Expansion from Rolling Acres Rd. to Minnewashta Pkwy.(AATP H5E-1, H5W-5, RAR-1) (Sales Tax)	0	818,635	-	818,635
		307-8834 Highway 41 Reconstruction from Mn River to Walnut Court.(41-S4,S5,S6,S7,M1) (City Lead) (Sales Tax)	0	43,430	-	43,430
		307-8864 CSAH 10 at Waconia Pkwy N. Intersection (MUN/STATE)	0	78,000	-	78,000
		307-8864 CSAH 10 at Waconia Pkwy N. Intersection (CSAH Reg)	0	150,000	-	150,000
		307-8871 Signal Replacement(CSAH 17 & W 78th St (MUN/STATE)	0	40,223	-	40,223
		307-8871 Signal Replacement(CSAH 17 & W 78th St (CSAH Reg)	0	40,223	-	40,223
		307-8888 Unallocated	0	121,563	-	121,563
		307-8894 CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (MUN/STATE)	0	71,385	-	71,385
		307-8894 CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (CSAH Reg)	0	204,421	-	204,421
		307-8900 CSAH 92 at Airport Rd Intersection (City Lead) [92-M2] (Sales Tax)	0	40,898	-	40,898
		307-8905 TH 5 Expansion from Minnewashta to TH 41 (AATP H5E-2) (Sales Tax)	0	915,026	-	915,026
		307-8907 CSAH 43 from Marsh Lake Road to Tellers Road (MUN/STATE)	0	75,000	-	75,000
		307-8931 CSAH 11 shoulder widening and rehab from TH 5 to TH7 (Wheelage Tax)	0	120,000	-	120,000
		307-8930 CSAH 11 Improvements from N. 10 to RR (10-M2) (MUN/STATE)	0	21,658	-	21,658
		307-8930 CSAH 11 Improvements from N. 10 to RR (10-M2) (Sales Tax)	0	38,813	-	38,813
		307-8930 CSAH 92 at Airport Rd Intersection (City Lead) [92-M2] (Sales Tax)	0	40,898	-	40,898
		32-307-000-0000-6680	4,583,301	8,278,600	-	3,695,299
Construction						
		307-8015 Safety Set Aside (County Levy)	175,000	175,000	-	-
		307-8016 Traffic Marking / Signs / Signals (County Levy)	315,000	545,000	-	230,000
		307-8016 Traffic Marking / Signs / Signals (County Program Aid)	147,399	147,399	-	-
		307-8637 CSAH 18 Reconstruction from TH 41 to Galpin (MUN/STATE)	1,269,473	-	-	(1,269,473)
		307-8726 TH 101 Reconstruction from CSAH 61 to Pioneer Trail. (City Lead) (MUN/STATE)	436,912	-	-	(436,912)
		307-8796 CSAH 41 Bridge over Silver Creek (10502). SF Township (Bridge Bonds)	450,000	-	-	(450,000)
		307-8811 CSAH 11 - Reconstruction From 6th Street to TH 212. (MUN/STATE)	4,746,526	-	-	(4,746,526)
		307-8811 CSAH 11 - Reconstruction From 6th Street to TH 212. (CSAH Reg)	7,449,018	-	-	(7,449,018)
		307-8811 CSAH 11 - Reconstruction From 6th Street to TH 212. (CSAH Mun)	1,402,118	-	-	(1,402,118)

Attachment C: Capital Projects by Fund for 2021
as of 12/3/21

DEPT.	CIP #	DESCRIPTION	2021	2022	2022	Inc./Dec
			Board Approved	Recommended	Board Approved	
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (MUN/STATE)	14,000,000	-	-	(14,000,000)
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (Fed)	22,000,000	-	-	(22,000,000)
	307-8825	TH 212 Expansion from 0.5 miles E. of CSAH 36 to 0.2 miles W. of CSAH 11 (Sales Tax)	5,596,653	-	-	(5,596,653)
	307-8867	TH 5 Regional Trail (Sales Tax)	3,134,345	-	-	(3,134,345)
	307-8793	CSAH 10 shoulder widening TH 25 to Wright County Line (CSAH Reg)	-	1,033,052	-	1,033,052
	307-8793	CSAH 10 shoulder widening TH 25 to Wright County Line (MUN/STATE)	-	1,250,000	-	1,250,000
	307-8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (CSAH Reg)	-	2,455,118	-	2,455,118
	307-8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (Wheelage Tax)	-	2,117,197	-	2,117,197
	307-8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (61-S2,S3,M2) (with TH41 - City Lead) (MUN/STATE)	-	3,552,800	-	3,552,800
	307-8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (61-S2,S3,M2) (with TH41 - City Lead) (Sales Tax)	-	680,200	-	680,200
	307-8834	Highway 41 Reconstruction from Mn River to Walnut Court.(41-S4,S5,S6,S7,M1) (City Lead) (Sales Tax)	-	859,800	-	859,800
	307-8847	Highway 5 & CSAH 33 Roundabout, 212 Underpass, 212/33 Signal. SP 010-633-047. MnDOT lead Construction (Fed)	-	1,017,065	-	1,017,065
	307-8866	Highway 20/25 Intersection (MUN/STATE)	-	578,333	-	578,333
	307-8866	Highway 20/25 Intersection (CSAH Reg)	-	325,117	-	325,117
	307-8876	County Wide Intersection Lighting (Fed)	-	292,500	-	292,500
	307-8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (MUN/STATE)	-	466,796	-	466,796
	307-8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (CSAH Reg)	-	1,336,734	-	1,336,734
	307-8888	Unallocated	-	122,401	-	122,401
		32-307-000-0000-6681	61,122,444	16,954,512	-	(44,167,932)
Right of Way						
	307-8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (Wheelage Tax)	250,000	-	-	(250,000)
	307-8787	CSAH 44 Reconstruction from CSAH 11 to TH212 (MUN/STATE)	175,000	-	-	(175,000)
	307-8787	CSAH 44 Reconstruction from CSAH 11 to TH212 (CSAH Reg)	175,000	-	-	(175,000)
	307-8793	CSAH 10 shoulder widening TH 25 to Wright County Line (Wheelage Tax)	75,000	-	-	(75,000)
	307-8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (Wheelage Tax)	350,000	-	-	(350,000)
	307-8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (with TH41 - City Lead) (MUN/STATE)	58,000	-	-	(58,000)
	307-8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (with TH41 - City Lead) (Sales Tax)	202,000	-	-	(202,000)
	307-8834	Highway 41 Reconstruction from Mn River to Walnut Court. (City Lead) (Sales Tax)	611,000	-	-	(611,000)
	307-8866	Highway 20/25 Intersection (CSAH Reg)	20,000	-	-	(20,000)
	307-8818	County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (City Lead) (Sales Tax)	-	200,000	-	200,000
	307-8820	Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (10-S2,S3,S4,S5,S6,S7) (MUN/STATE)	-	337,844	-	337,844
	307-8820	Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (10-S2,S3,S4,S5,S6,S7) (Sales Tax)	-	858,321	-	858,321
	307-8844	CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)	-	400,000	-	400,000
	307-8880	CSAH 50 shoulder widening and rehab from Hamburg to CSAH 33(W) (Wheelage Tax)	-	200,000	-	200,000
	307-8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (MUN/STATE)	-	23,340	-	23,340
	307-8909	CSAH 50 shoulder widening and rehab from W CL to Highway 5 (Wheelage Tax)	-	150,000	-	150,000
		32-307-000-0000-6685	1,916,000	2,169,505	-	103,505
Resurfacing/ Rehab/ Maintenance						
	307-8000	Resurfacing/ Rehab/ Maintenance (County Levy)	1,717,810	1,670,000	-	(47,810)
	307-8000	Resurfacing/ Rehab/ Maintenance (Wheelage)	1,122,114	-	-	(1,122,114)
	307-8000	Resurfacing/ Rehab/ Maintenance (CSAH Reg)	181,541	-	-	(181,541)
		32-307-000-0000-6684	3,021,466	1,670,000	-	(1,351,466)
Fund #32 T		32-307-XXX-XXXX-66XX	71,908,349	30,280,950	-	(41,627,399)
		Road & Bridge Levy Dollars - Fund #32	2,290,000	2,390,000	-	100,000

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

as of 12/3/21

DEPT.	DESCRIPTION	2021	2022	2022	2022	Inc./Dec
		Board Approved	Initially Rolled Forward from 2021 LTFP	County Administrator's Preliminary Recommendation	Board Approved	
Public Services - Facilities						
Building Improvements - 6640						
	Facilities - Manager Initiatives	320,000	335,000	335,000		15,000
Dept. Total	01-110-XXX-2001-66XX	320,000	335,000	335,000	-	15,000
Public Services - Information Technology						
Capital Initiative:						
	IT Capital Initiatives *will reduce with Att A2 in 2022 by \$100k	110,000	125,000	125,000		15,000
	Software: 01-049-046-0000-6660	110,000	125,000	125,000	-	15,000
Infrastructure Te						
	Scanner/Printer Replacement	20,000	20,000	20,000		-
	Equipment: 01-049-046-0000-6660	20,000	20,000	20,000	-	-
CarverLink						
	CarverLink buildout*	105,000	105,000	105,000		-
	CarverLink equipment replacement*	30,000	30,000	30,000		-
	Equipment: 02-048-000-130x-666x	135,000	135,000	135,000	-	-
Dept. Total		265,000	280,000	280,000	-	15,000
Public Services - Library						
Administration						
	Furniture/Equipment replacement	20,000	20,000	20,000		-
Dept. Total	01-014-XXX-XXXX-66XX	20,000	20,000	20,000	-	-
Public Services - Planning & Water						
WMO						
	Carver County Water Mgmt. Organization Project Fund*	171,261	176,893	161,893		5,632
	16-XXX-XXX-XXXX-6630	171,261	176,893	161,893	-	5,632
Dept. Total	16-XXX-XXX-XXXX-66XX	171,261	176,893	161,893	-	5,632
Sheriff's Office						
Admin						
	Sheriff Priorities	40,000	50,000	50,000		10,000
	Equipment: 01-201-201-0000-66xx	40,000	50,000	50,000	-	10,000
Patrol						
	Vehicles	320,000	330,000	330,000		10,000
	Vehicles: 01-201-236-0000-6670	320,000	330,000	330,000	-	10,000
Communication						
	MDC Replacement and Mobile Radio Replacement	60,000	60,000	60,000		-
	Portable Radio Replacement Planning	35,000	35,000	35,000		-
	Equipment: 01-201-240-0000-6660	95,000	95,000	95,000	-	-
Division Total	01-201-XXX-XXXX-66XX	455,000	475,000	475,000	-	20,000
Public Works						
Highway Operati						
	County-wide Fleet	530,000	580,000	580,000		50,000
	Public Works Equipment (CSAH)*	150,000	150,000	150,000		-
	Equipment: 03-304-000-0000-6660	680,000	730,000	730,000	-	50,000
		-	-	-	-	-
Park Administr						
	Park Maintenance Projects	50,000	50,000	50,000		-
	Site Improvements: 01-520-000-0000-6610	50,000	50,000	50,000	-	-
Division Total		730,000	780,000	780,000	-	50,000
County Totals		1,961,261	2,066,893	2,051,893	-	105,632
		*Non-Levy Dollars Available to Pay	(456,261)	(461,893)	(446,893)	(5,632)
		Net Levy Dollars Needed	1,505,000	1,605,000	1,605,000	100,000

2022 Budget - One-Time Projects: Building maintenance, capital projects, equipment, software, etc.

as of 8/9/21

	Division Priority	Item	2022 LTFP/Division Director Request	2022 County Administrator Recommendation	2022 Board Approved
2022 Long Term Financial Plan:					
Public Works	1	Bridge Replacement thru 2022	650,000	650,000	650,000
PS/ Facilities	1	Elevator Upgrades	75,000	75,000	
PS/ Information Technology	3	Fiber Installed in Public Works Road Projects	75,000	75,000	
PS/ Facilities	4	Public Works Cologne parking lot replacement	1,000,000	1,000,000	
PS/ Facilities	5	Replace HVAC Variable Frequency Drives	15,000	15,000	
PS/ Facilities	6	Replace RTU's at Public Works Cologne	50,000	50,000	
PS/ Information Technology	7	Lidar Elevation Data Collection	60,000	60,000	
PS/ Information Technology	8	Print Center Upgrade	25,000	25,000	
PS/ Facilities	9	Carpet & Furnishing Replacement	125,000	125,000	
PS/ Facilities	11	Replace office furniture	65,000	65,000	
PS/ Facilities	12	Landscaping for the Government Center	60,000	60,000	
PFS/ Property Tax	1	Software Replacement	450,000	450,000	
Sheriff Office	1	ARMER Radio System Upgrade	25,000	25,000	
Sheriff Office	1	Upgrade Electronic Stanley Intergrade system in Master Control	30,000	30,000	
Sheriff Office	2	Jail Flooring	50,000	50,000	
Sheriff Office	3	Emergency Management Incident Command Unit	150,000	150,000	
Sheriff Office	4	Forensic Exam Center	7,000	7,000	
Division Director Requests:					
Public Works	2	Waterfront Service Center <i>(Finance recommends requesting funds from Y.E.S. when construction bids accepted)</i>	1,000,000	-	
Public Works	3	Barge Docking Station	35,000	35,000	
Public Works	4	2- tandem plow trucks	540,000	540,000	
Public Works	5	Sign Shop Latex Package (Graphics and Print Production Equipment Replacement)	35,000	35,000	
Public Works	6	CIP-Program Management Software Implementation	100,000	100,000	
Public Works	7	Recreation Rental Trailer	20,000	20,000	
Public Works	8	Traffic Counting Equipment	20,000	30,000	
Public Works	9	Trimble GNSS System (2 new R12s and 1 used R10 plus controllers)	75,000	75,000	
Public Works	10	Pool Software Kiosks	80,000	80,000	
Public Works	11	Pickup Truck	23,000	23,000	
Public Works	12	Skid Loader	75,000	75,000	
Public Works	13	Bobcat Toolcat	60,000	-	
Public Works	14	Snow Pusher- loader mounted	10,000	10,000	
Public Works	15	Schulte Flx 1510 flex arm mower	35,000	-	
Employee Relations	1	Compensation and Classification review - Gallagher	25,000	25,000	
PS/ Information Technology	2	Wireless Network Upgrade (Wi-Fi controller and Access Points)	100,000	100,000	
PS/ Information Technology	10	Lower Courts Wireless Signal Project	95,000	95,000	
PFS/ Elections	2	Election Management System Upgrade and Modem Upgrade	15,000	15,000	
One Time Projects Total =			5,255,000	4,170,000	650,000
Initial Project Funding +over/(under)			(1,085,000)	-	3,520,000
One-Time Funding Sources:					
State Turnback Reimbursement			\$ 3,630,000	\$ 3,630,000	\$ 3,630,000
\$100,000 redirected from 2019 - 2021 CPA			440,000	440,000	440,000
\$100K redirected from 2022 CPA			100,000	100,000	100,000
Total One-Time Funding Sources:			\$ 4,170,000	\$ 4,170,000	\$ 4,170,000

State Turnback estimates by year	
3,630,000	2022
-	2023 & Beyond

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2022**

as of 7/27/21		2021	2022	2022	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
Commissioners					
District 1	AMC and miscellaneous instate	5,000	5,000	4,000	(1,000)
District 2	Washington DC-transportation related, Washington DC NAWB DC Conference, Washington DC Waste Expo-Outstate location TBD AMC/Midwest Regional Rail and miscellaneous instate	5,000	5,000	4,000	(1,000)
District 3	Washington DC-transportation related, Washington DC AMC and miscellaneous instate	5,000	5,000	4,000	(1,000)
District 4	AMC and miscellaneous instate Washington DC-transportation related, Washington DC	5,000	5,000	4,000	(1,000)
District 5	AMC and miscellaneous instate Washington DC-transportation related, Washington DC NACo Legislative-Washington NACo Annual Conference-Colorado	5,000	5,000	4,000	(1,000)
Total- Commissioners	01-001-XXX-0000-6332	25,000	25,000	20,000	(5,000)
County Administration					
	AMC Annual Conference	700	700	700	-
	MCMA/MACA Annual Conference	725	725	725	-
	MACA Fall	475	475	475	-
	Washington, DC Transportation Funding	2,000	2,000	2,000	-
	Misc.- Administrator/staff	200	200	200	-
Total- County Administrati	01-030-000-0000-6332	4,100	4,100	4,100	-
Public Services - Administration					
	MCMA Annual Conference - Minnesota - 2	1,500	1,500	1,500	-
	ICMA National Conference - Out of State	1,800	1,800	1,800	-
	MACA Fall - Minnesota	650	650	650	-
	Webinars and In State Training	1,500	1,500	1,500	-
	Staff Professional Training	100	100	100	-
Total- Public Services Adm	01-048-000-0000-6332	5,550	5,550	5,550	-
Public Services - Facilities					
Facilities Management					
	IFMA & EDAM - Local	1,100	1,100	1,100	-
	IFMA National	1,000	1,000	1,000	-
Total- Facilities	01-110-000-0000-6332	2,100	2,100	2,100	-
Public Services - Information Services					
CIO	Microsoft Ignite Conference (out of state training - 1)	3,500	3,500	3,500	-
	In state training	500	500	500	-
	01-049-000-0000-6332	4,000	4,000	4,000	-
Infrastructure					
	Infrastructure Conferences (out of state - 2)	10,000	10,000	10,000	-
	In state training	11,400	11,400	11,400	-
	01-049-046-0000-6332	21,400	21,400	21,400	-
Client Services					
	Records Management Conference (ARM, MER, etc.) (out of state - 1)	3,500	3,500	3,500	-
	In state training	2,100	2,100	2,100	-
	01-049-xxx-0000-6332	5,600	5,600	5,600	-
GIS & Software					
	ESRI International Conf. (out of state - 2)	4,000	4,000	4,000	-
	Microsoft Ignite Conf. (out of state -1)	8,000	8,000	8,000	-
	Web and SharePoint (out of state - 1)	3,500	3,500	3,500	-
	In state training	4,000	4,000	4,000	-
	01-049-062-0000-6332	19,500	19,500	19,500	-
Project Management Office					
	Onbase National Conference (out of state - 1)	3,500	3,500	3,500	-
	Business Analysis Conference (out of state - 1)	3,500	3,500	3,500	-
	PMO Conference (out of state - 1)	3,500	3,500	3,500	-
	In state training	4,000	4,000	4,000	-
	01-049-064-0000-6332	14,500	14,500	14,500	-
Support Services					
	In state training	3,500	3,500	3,500	-
	01-049-063-0000-6332	3,500	3,500	3,500	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2022**

as of 7/27/21

		2021	2022	2022	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
Security	In state training	3,500	3,500	3,500	-
	01-049-066-0000-6332	3,500	3,500	3,500	-
CarverLink	In state training	2,300	2,300	2,300	-
	02-048-000-0000-6332	2,300	2,300	2,300	-
Total - Information Tech	01-049-XXX-XXXX-6332 & 02-048.6332	74,300	74,300	74,300	-
Public Services - Library					
	American Library Association Conference (2022) - Chicago (1 attendee)	4,500	2,500	2,500	2,000
	Power Up Conference (2022) - Madison, WI - (5 attendees)	1,500	3,500	3,500	(2,000)
	01-014-500-0000-6332	6,000	6,000	6,000	-
MELSA-funded Conferences *					
	Power Up Conference (in 2021, MELSA budgeted cost for lodging/meals for 5 attendees)	2,000	-	-	2,000
	Library Marketing & Communication Conference - 2021	2,500	-	-	2,500
	Public Library Association Conference (2022) - Portland, Oregon (3 attendees)	-	7,500	7,500	(7,500)
	COSUGI (Customers of Sirsi Users Group (2022) - Provo, Utah (2 attendees)	7,500	5,000	5,000	2,500
	In-State Conferences (MLA) and Webinars	2,555	2,055	2,055	500
	01-014-500-8011-6332 Reimbursed by MELSA *	14,555	14,555	14,555	-
	<i>*Beginning in 2021 the Library has included MELSA-reimbursed conference expenses and the offsetting reimbursement revenue in the requested budget for the department. These additions are levy neutral.</i>				
Law Library	Potential Out of State Training (TBD)	2,000	2,000	2,000	-
	In State Training	500	500	500	-
	02-508-000-0000-6332	2,500	2,500	2,500	-
Total - Library and Law Lib	01-014-500-XXXX-6332 & 02-508.6332	23,055	23,055	23,055	-
Public Services - Veteran Services					
	MN DVA Spring Training/Conference (Four staffers @ \$320/staffer)	1,280	1,280	1,280	-
	Nat'l County Veteran Service Officer Conf (Out of State - Two staffers @ \$1640/staffer	3,280	3,280	3,280	-
	MN County Veterans Service Officer Conference (Four staffers @ \$785/staffer)	3,140	3,140	3,140	-
Total - Veteran Services	01-120-000-0000-6332	7,700	7,700	7,700	-
Public Services - Land Management					
	Planning/Zoning Administrators workshop or conference (e.g. MACPZA, APA, etc.)	900	900	900	-
	Continuing Education (e.g. Building Plan Technician Certification, etc.)	300	300	300	-
	Professional Development or work related Tuition Reimbursement (In State)	400	400	400	-
	01-123-160-0000-6332	1,600	1,600	1,600	-
Public Services- Environmental Services					
Administration					
	Annual Agricultural Inspectors Conference	250	250	250	-
	Annual MPCA Sewage Treatment System Cont. Education (3)	1,900	1,900	1,900	-
	Annual MPCA County Feedlot Officers Training	300	300	300	-
	Misc. professional conferences or work related tuition reimbursement	900	900	900	-
	Feedlot, SSTS and Water Quality misc. conferences	500	500	500	-
Solid Waste					
	RAM/SWANA Annual Conference [4]	950	950	950	-
	SWAA Annual National Conference (Out of State)	200	200	200	-
	Misc. special issue SW Conferences (Out of State)	1,500	1,500	1,500	-
	US Composting Council Conference (Out of State)	-	-	-	-
	National Solid Waste Conference (Out of State)	1,300	1,300	1,300	-
Industrial Hazardous Waste					
	National Hazardous Waste Conference (Out of State)	2,000	2,000	2,000	-
	Misc. special issue conferences	300	300	300	-
	OSHA/Safety Training	300	300	300	-
Total - Environmental Serv	01-123-130-XXXX-6332	10,400	10,400	10,400	-
Public Services - Planning & Water Management					
	ESRI Annual User Conference (Out of State)	1,500	1,500	1,500	-
	Misc. Professional conferences or Tuition Reimbursement	250	250	250	-
	MN Water Resource conference: MNAPA Annual Conference, other water related conferences, other planning related conferences.	1,650	1,650	1,650	-
	In state GIS, CRM or other software conference & training	850	850	850	-
	Wetland Certification and related training	2,300	2,300	2,300	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2022**

as of 7/27/21

DIVISION - DEPT.	DESCRIPTION	2021	2022	2022	Inc./Dec
		Adopted	Requested	Recommended	
	National (Out of State) potential conferences: Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., National LID Symposium, Nat. ESRI Water conference, Center for Watershed Protection Nat. Conf,	1,550	1,550	1,550	-
	01-123-XXX-XXXX-6332 & 16.6332	8,100	8,100	8,100	-
AIS	Nat AIS conference, International AIS conference (Out of State) or State AIS conferences and training: State of Water, AIS Summit, AISRC center, Upper Midwest Invasive Species Conference, Invaders Summit, WI AIS ID Training or related trainings	1,625	1,625	1,625	-
	01-123-120-5021-6332	1,625	1,625	1,625	-
Total- Public Services		134,430	134,430	134,430	-
Attorney	IMLA (La Quinta, CA) & NDAA- (Washington, DC)	6,000	6,000	6,000	-
	Various training courses- continuing education credits for Attorneys	10,500	10,500	10,500	-
Total- Attorney	01-090-000-0000-6332	16,500	16,500	16,500	-

Employee Relations - Personnel Services

	MCHRMA Spring Conference	300	300	300	-
	MCHRMA Fall Conference	400	400	400	-
	MPELRA Summer Conference	500	500	500	-
	MPELRA Winter Session	200	200	200	-
	ADA, WC, FMLA, COBRA, ACA	500	500	500	-
	SHRM Seminars	600	600	600	-
	Support, MCIT Seminars	600	600	600	-
	Legal Update Seminars	2,400	2,400	2,400	-
	NPELRA, SHRM or IPMA or NEOGOV Out-of-State Conference	4,000	4,000	4,000	-
	IPMA Local, Regional or National Conference	700	700	700	-
	AAOHN Occupational Health Nurses National Conference or Other Occ Health - Out-c	-	2,000	2,000	2,000
	PRIMA National Conference - Out-of-State	2,000	2,000	2,000	-
	01-050-000-0000-6332	12,200	14,200	14,200	2,000
	Wellness Conference	1,000	1,000	1,000	-
	01-050-050-0000-6332	1,000	1,000	1,000	-
Total- Employee Relations	01-050-XXX-0000-6332	13,200	15,200	15,200	2,000

Property & Finance

Finance	National GFOA Conference- Chicago, IL (OUT OF STATE) (2)	4,200	4,200	4,200	-
	National APA Congress- (OUT OF STATE)	3,000	3,000	3,000	-
	Minnesota GFOA Conference (2)	1,500	1,500	1,500	-
	MCCC Annual Conference	1,000	1,000	1,000	-
	Additional Staff Training (IFS, Year-end, OSA)	1,250	1,250	1,250	-
	Treasurer's Mid-Year Conference	750	750	750	-
	01-045.6332	11,700	11,700	11,700	-

Property Tax

	MN Assoc. of County Officers	750	750	750	-
	MN Assoc. of County Auditors	1,000	500	500	(500)
	Tax Training /Dept. Revenue	1,000	500	500	(500)
	MCCC Conference	1,000	500	500	(500)
	Staff Training	1,000	700	700	(300)
	01-040-040-0000-6332	4,750	2,950	2,950	(1,800)

License Centers

	MN Assoc. of County Officers	600	600	600	-
	Deputy Registrar Annual Meeting	600	600	600	-
	Staff Training	800	800	800	-
	01-040-055-0000-6332	2,000	2,000	2,000	-

Elections & Licensing

	MN Assoc. of County Officers	600	600	600	-
	Sec. of State Training	600	600	600	-
	Staff Training	900	1,200	1,200	300
	01-040-065-0000-6332	2,100	2,400	2,400	300

County Assessor

	MAAO Fall Conference	1,250	1,250	1,250	-
	MAAO Seminars	1,500	1,500	1,500	-
	CLE Seminars	750	750	750	-
	MCCC Annual Conference	1,500	1,500	1,500	-
	MAAP Training	200	200	200	-
	Appraisal Training	4,000	4,000	4,000	-
	01-047.6332	9,200	9,200	9,200	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2022**

as of 7/27/21

DIVISION - DEPT.	DESCRIPTION	2021	2022	2022	Inc./Dec
		Adopted	Requested	Recommended	
Land Records and Vitals					
	MN Association of County Officers	2,000	2,000	2,000	-
	PRIA National Conference- (OUT OF STATE) (2)	4,000	4,000	4,000	-
	Recorder's Conference	2,000	2,000	2,000	-
	Examiner of Titles Training	500	500	500	-
	MCRA Conference (Vitals)	300	300	300	-
	Staff Training	700	700	700	-
	01-100.6332	9,500	9,500	9,500	-
Total- Property & Finance		39,250	37,750	37,750	(1,500)
Public Works - Road & Bridge Administration					
	MCEA Institute	850	850	850	-
	Highway Accountants Conference (2)	1,150	1,150	1,150	-
	AMC Annual Conference	550	-	-	(550)
	NACE Annual Conference (TBD) OUT OF STATE	2,400	2,600	600	(1,800)
	MTA Fly In (Washington DC) OUT OF STATE	1,300	1,300	1,300	-
	MTA Annual Meeting	100	100	100	-
	APWA Annual Conference OUT OF STATE	-	1,500	1,500	1,500
	DC Congressional Visit - Highway 12 & 5 (2 staff) OUT OF STATE	2,000	2,000	2,000	-
	MAPA (MN Asphalt Pavement Assoc.)	100	-	-	(100)
	PM Web Users Conference OUT OF STATE	1,000	-	-	(1,000)
	Miscellaneous staff training	500	500	500	-
	03-301-000-0000-6332	9,950	10,000	8,000	(1,950)
Asset & Performance Mgmt.					
	MN GISLIS Conference	2,500	2,500	2,500	-
	ESRI User Conference (San Diego) OUT OF STATE	1,600	1,600	1,600	-
	Transportation Research Board National Conference OUT OF STATE	-	2,500	2,500	2,500
	GIS Transportation Asset Management Conference	2,500	5,000	1,500	(1,000)
	iAM North American Conference OUT OF STATE	2,500	2,500	2,500	-
	Cartograph Conference (Colorado) OUT OF STATE (3)	5,000	5,000	5,000	-
	Leadership Training	-	1,000	1,000	1,000
	Drone Training & Testing	1,000	1,600	1,600	600
	03-302-000-0000-6332	15,100	21,700	18,200	3,100
Program Delivery					
	MCEA Institute	3,400	3,400	2,400	(1,000)
	MCEA Summer Conference	650	650	650	-
	MSPS Conference	950	950	950	-
	MSPS Winter Conference	300	300	300	-
	MACS Seminars	300	300	300	-
	GIS Seminars	400	400	400	-
	MN-Dot Survey Technical Conference	1,400	1,400	1,400	-
	Frontier Precision	1,000	1,000	1,000	-
	CTC AutoCad	2,000	2,000	1,000	(1,000)
	MN Transportation Conference	1,500	1,500	1,500	-
	Toward Zero Deaths Conference	800	800	800	-
	MN-Dot and U of M certificates	14,945	14,945	12,445	(2,500)
	MN-Dot and U of M re-certificates	2,085	2,085	2,085	-
	HECRAS Training	-	-	-	-
	MN-Dot R-O-W Conference	1,000	1,000	1,000	-
	Project Management Training	3,000	3,000	3,000	-
	Project Management Institute Days Conference	2,500	2,500	2,500	-
	NACE Annual Conference (TBD) OUT OF STATE	2,600	2,600	2,600	-
	ATTSA How To Conference OUT OF STATE	500	500	500	-
	IMSAs TS Tech 2-year Re-certification	5,000	5,000	2,000	(3,000)
	IMSAs Sings and Marking Tech 2 year Re-certification	-	-	-	-
	MN-Dot Pavement Marking Design &App (every other year)	-	-	-	-
	MN-Dot TS Design (every other year)	-	-	-	-
	MN-Dot Signal & Lighting Certification	-	-	-	-
	MN APA Conference & Workshop	500	500	500	-
	Miscellaneous	170	170	170	-
	03-303-000-0000-6332	45,000	45,000	37,500	(7,500)
Highway Operations					
	Equipment Training, Pesticide	810	810	810	-
	Safety Conference	250	250	250	-
	Wellness Conference / Training	300	300	300	-
	Equipment Training	150	150	150	-
	Snow Rodeo	500	500	500	-
	APWA Snow Conference, (out of state)	-	-	-	-
	APWA National Conference, (out of state)	-	-	-	-
	U of W Snow and Ice Management (out of state)	2,000	2,000	2,000	-
	Fleet National Conference (out of state)	-	-	-	-
	Asset Works Academy (2 staff) (out of state)	4,500	4,500	4,500	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2022**

as of 7/27/21

		2021	2022	2022	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
	Miscellaneous	490	490	490	-
	03-304-000-0000-6332	9,000	9,000	9,000	-
Equipment Operations					
	Hydraulic, Electrical, & Welding Training	2,000	2,000	2,000	-
	Mack Class OUT OF STATE	5,500	5,500	5,500	-
	03-306-000-0000-6332	7,500	7,500	7,500	-
Total- Public Works	03-XXX-XXX-XXXX-6332	86,550	93,200	80,200	(6,350)
Public Works - Parks					
	MRPA Annual Conference	1,500	1,500	1,500	-
	MN Shade Tree Short	100	100	100	-
	MRPA Seminars	100	100	100	-
	Park Supervisor Seminars	100	100	100	-
	National Park Institute (Out of State)	2,500	2,500	2,500	-
	Outdoor Recreation Curriculum Standards	500	500	500	-
	Miscellaneous	200	200	200	-
Total- Parks	01-520-000-0000-6332	5,000	5,000	5,000	-
Sheriff's Office					
Administrative Services Unit		20,000	20,000	20,000	-
	Clerical Support (15)				
	MSA Summer Conference				
	MSA Winter Conference				
	Administrative Services Manager (PLEAA Conference)				
	Sheriff MSA Jail Conference				
	Chief Deputy				
Jail Services Unit		9,000	9,000	9,000	-
	Jail Training-Conf, Mgmt. Training, etc.				
	From SS Other				
Patrol Services Unit					
	Training - State POST, OSHA mandated,				
	Elective, 1st Responder, PRISIM, ADA, etc.				
	Traffic Safety/Criminal Interdiction/Weights/Scales				
	K-9 Trials and Certifications				
	Supervisor Development				
Operation Services Unit	Investigation Division				
	Crime Technician				
	School Resource Officer/Gangs/Bike Patrol				
	SERT				
Support Services Unit		69,380	68,380	68,380	(1,000)
	ATV				
	Civil Process				
	Conceal and Carry				
	Warrants				
	Dive Team				
	Community Service Officers (CSO)				
	Court/Bailiffs				
	Reserves				
	Volunteer Services- Chaplain				
	Rec Services - Water Patrol				
	Snowmobile				
	Training -In House Entire Office - Sex Harr, Cult Div., 1st Aid				
	Instructor Courses-recertification, etc.				
	Supervisory - Sgt & Cpl				
	Licensed Personnel Training				
	ILEETA Conference Outstate (1)				
	EVOC, 1st Aid, SPSC				
	01-201-XXX-XXXX-6332	98,380	97,380	97,380	(1,000)
Emergency Management Unit					
	AMEM Emergency Management Conference	3,900	3,900	1,900	(2,000)
	Governor's Emergency Mgmt. Conf.	1,000	1,000	1,000	-
	Emergency Management Training	1,000	1,000	1,000	-
	Hazardous Materials Training	2,600	2,600	2,600	-
	01-201-280-0000-6332	8,500	8,500	6,500	(2,000)
Conceal & Carry					
	Conceal & Carry- reserve fund	1,700	1,700	1,700	-
	02-202-000-0000-6332	1,700	1,700	1,700	-
Reserves-				68	
	Reserves	1,000	1,000	1,000	-
	02-204-000-0000-6332	1,000	1,000	1,000	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2022**

as of 7/27/21

		2021	2022	2022	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
Explorers					
	Explorers	2,750	2,750	2,750	-
	02-205-000-0000-6332	2,750	2,750	2,750	-
Posse					
	Posse Training	3,750	3,750	3,750	-
	02-203-000-0000-6332	3,750	3,750	3,750	-
Communications					
	Communications	637	637	637	-
	01-201-240-0000-6332	637	637	637	-
911 Communication					
	Communications	4,200	4,200	4,200	-
	APCO/NENA MSA State Conference-(6)	3,480	3,480	3,480	-
	02-911-000-0000-6332	7,680	7,680	7,680	-
Total- Sheriff	01-201-XXX-XXXX-6332	124,397	123,397	121,397	(3,000)
Health & Human Services					
	National Youth Conference - Out of State	1,800	1,800	1,800	-
	Workforce Conference, NAWB - Out of State	900	900	900	-
	National Eligibility Workers Assoc Conf - Out of State	2,800	2,800	2,800	-
	National Child Support Assoc Conf Out of State	1,800	1,800	1,800	-
	National Child Support Assoc Conf - Out of State - County Attorney	1,800	1,800	1,800	-
	National Human Services Conference - Out of State APHSA	2,000	2,000	2,000	-
	National Association of Welfare Research - Out of State - NAWRS President/Funded	-	-	-	-
	NASTA/SNAP National Conference - Out of State	600	600	600	-
	National Human Services Conference - Out of State - Franks	1,500	1,500	1,500	-
	International Signs of Safety Gathering - Out of State	3,500	3,500	3,500	-
	Equity Summit - Out of State	2,000	2,000	2,000	-
	International Conference on Child & Family Maltreatment - Out of State	2,000	2,000	2,000	-
	CWLA National Conference - Out of State	-	1,500	1,500	1,500
	National Adult Protective Services Association Conference - Out of State	-	-	-	-
	National Criminal Justice Training Center Training - Out of State	2,500	-	-	(2,500)
	National Association of Suicidology - Out of State - NSPL Grant Funded	5,250	4,000	4,000	(1,250)
	Annual Suicide Prevention Summit - Out of State	3,000	1,500	1,500	(1,500)
	National Council of Behavioral Health (NATCON) - Out of State	2,000	2,000	2,000	-
	Credible Conference - Out of State	4,000	4,000	4,000	-
	Conferences within State	57,605	88,916	88,916	31,311
	11-XXX-XXX-XXXX-6332	95,055	122,616	122,616	27,561
Public Health					
Public Health Department - Leadership					
	Public Health Nursing Unit TB Clinical Intensive Conference - Out of State	4,000	-	-	(4,000)
	Family Home Visiting National Conference - Out of State	4,500	4,750	4,750	250
	Vaccinology Research Conference - Out of State	4,000	-	-	(4,000)
	Planning & Promotion Unit NACCHO Emergency Preparedness Conference - Out of State	5,542	6,250	6,250	708
	NACCHO/APHA Annual Conference - Out of State	-	4,750	4,750	4,750
	GIS Conference & Training - Out of State	-	-	-	-
	Conferences within State	6,902	3,354	3,354	(3,548)
	11-460-XXX-XXXX-6332	24,944	19,104	19,104	(5,840)
Court Services - Probation					
	Drug Court National Conference- \$6000- grant funded	-	-	-	-
	APPA National Probation Training Institute (Out-of-State) (2)	2,000	2,000	2,000	-
	MN Association of County Probation Officers (MACPO) - Spring Conference	2,000	2,000	2,000	-
	Minnesota Corrections Association (MCA) - Fall Institute	1,500	1,500	1,500	-
	01-252-XXX-XXXX-6332	5,500	5,500	5,500	-
Total- Health & Human Ser	11-XXX-XXX-XXXX-6332	125,499	147,220	147,220	21,721
County Totals		573,926	601,797	581,797	7,871



FY 2022

Budget Resolutions

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

Date: December 14th, 2021 Resolution: _____
 Motion by Commissioner: _____ Seconded by Commissioner: _____

**CERTIFYING
2022 PROPERTY TAX LEVY**

WHEREAS, the County of Carver, State of Minnesota, requires an Ad Valorem Property Tax to provide needed and necessary services to the citizens of Carver County; and

WHEREAS, the Carver County Board of Commissioners has reviewed budget requests from various divisions and agencies of the County and has made a determination of the Ad Valorem Property Tax required to support county operations for the Calendar Year 2022.

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners that there be, and hereby is, levied upon the taxable property of the County of Carver the following sums for the respective purposes indicated herein for the calendar year commencing January 1, 2022, to wit:

GENERAL FUND	\$35,382,929
Road and Bridge Fund	5,604,803
Health & Human Services Fund	14,653,923
Road & Bridge Capital Improvement Fund	2,390,000
Debt Services Fund	4,419,200
Unestad Tax Abatement	123,000
Total Levy County	\$62,573,855
Carver Watershed Management Organization	848,258
Total Combined Levy	\$63,422,113

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 14th day of December, 2021, now on file in the Administration Office, and have found the same to be a true and correct copy thereof.

Dated this 14th day of December, 2021.

County Administrator

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

Date: December 14th, 2021

Resolution: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**COUNTY BOARD ADOPTION OF THE
2022 BUDGET
FOR CARVER COUNTY**

WHEREAS, the annual operating and capital budgets (the “Budget”) for Carver County, which have been prepared by division directors and reviewed by the County Board of Commissioners, provided the basis for determining the allocation of available County resources and the property tax levy of Carver County necessary to fund the various functions of Carver County for the coming year; and

WHEREAS, the Carver County Board of Commissioners has established the property tax levy for Carver County which serves as a major funding source for County operations and capital projects; and

WHEREAS, the budgets as reviewed and amended by the County Board of Commissioners are within all limits of the above-referenced levy as prescribed by law; and

WHEREAS, it is the stated purpose of the Budget to serve as a management tool for division directors and the County Board of Commissioners and sets the authorized expenditure limits for the 2022 budget year; and

WHEREAS, the Budget fulfills the County Board’s direction to “connect financial strategies to the County’s short-term strategic goals and objectives”; and

WHEREAS, the revenue and expenditure budget totals by fund are set forth below:

2022 CARVER COUNTY BUDGETS

	<u>REVENUE</u>	<u>EXPENDITURE</u>
General Revenue Fund	\$58,776,897	\$58,776,897
Road and Bridge Fund	10,414,261	10,414,261
Health and Human Services Fund	34,860,291	34,860,291
Buildings CIP Fund	613,699	613,699
Road & Bridge CIP Fund	30,280,950	30,280,950
Parks & Trail CIP Fund	373,699	373,699
Debt Service Fund	4,857,200	4,857,200
County Ditch Fund	28,864	28,864
Carver County Water Management Organization	895,758	895,758
Self-Insurance Revolving Fund	<u>945,177</u>	<u>945,177</u>
Total	\$142,046,796	\$142,046,796

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners that the 2022 operating and capital budgets are hereby adopted and placed on file in the Carver County Auditor’s Office.

BE IT FURTHER RESOLVED, individual Division Budgets cannot be exceeded in total.

BE IT FURTHER RESOLVED, that the County Board will continue to commit the total fund balance of the Other Post Employment Benefit ("OPEB") trust, held in an Irrevocable trust account with the Public Employees Retirement Association ("PERA"), reported in the Other Post-Employment Benefits Internal Service Fund.

BE IT FURTHER RESOLVED, any adjustments to the approved budget, requested by originating departments, can be approved by the Property & Financial Services Division Director after review for adequate transfer of existing budget or addition of new revenue sources.

BE IT FURTHER RESOLVED, capital expenditures that have been itemized in the 2022 budget when purchased must conform with State Statute 471.345 as amended. Further, in accordance with County Policy, any capital expenditure (object code 6600's) greater than \$25,000 must have prior County Board approval for purchase. Items classified as building improvements (code 6640) which are needed on an emergency basis may be purchased without prior Board approval but subsequent Board ratification will be required.

BE IT FURTHER RESOLVED, all position changes which are itemized and approved in the 2022 budget will not be required to be brought before the County Board for prior approval to fill. All salary and benefit issues will be funded and accounted for on a full accrual basis in accordance with GAAP.

BE IT FURTHER RESOLVED, that the County Administrator is delegated the authority to fill newly created classifications or remove incumbents from existing classifications which are eliminated within this budget on a timeframe within year 2022 as deemed appropriate by the Administrator.

BE IT FURTHER RESOLVED, the County Sheriff and County Attorney are authorized to expend funds from their respective contingency accounts for the purpose of travel to secure suspects, prisoners or other individuals at odds with the justice system upon presentation of a properly executed claim form to the Financial Services Department.

BE IT FURTHER RESOLVED, that the County Administrator is authorized at his discretion to expend County funds prior to board approval for purchases within an approved budget line item to qualify for a cash discount from early payment.

BE IT FURTHER RESOLVED, the 2022 budget is adopted on a GAAP basis by fund at the function level for the General Fund and the Special Revenue Funds; for the Capital Projects Funds the 2022 budget is adopted by the life of the project and remaining balances shall be carried over from the prior year and for the Debt Service Fund according to bond commitments. Budget appropriations for operating funds can be extended to a subsequent year upon approval of the County Administrator.

BE IT FINALLY RESOLVED, that copies of this resolution and individual division budgets be forwarded to Division Directors of Carver County.

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 14th day of December, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 14th day of December, 2021.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2023 Long Term Financial Plan

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Long Term Financial Plan fulfills the County Board's direction to connect financial strategies to the County's long-term strategic goals and objectives. This Plan is not a budget but rather a non-binding assertion of future intent to allocate future County resources. Individual elements of the Plan will be systematically rolled forward until they are brought into the Annual Budget for approval and implementation.

ACTION REQUESTED:

Motion to approve the 2023 Long Term Financial Plan

FISCAL IMPACT:
If "Other", specify:

FUNDING
County Dollars =

Total

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

The Long Term Financial Plan is a planning tool so projects listed in the Plan are financial placeholders only. Actual financing for the projects are not approved until they are included in the Annual Budget process.

Office use only:

RBA 2021 - 8046



2023 Long Term Financial Plan

*Presented for Adoption
December 14, 2021*

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

Date: December 14, 2021
Motion by Commissioner: _____

Resolution: _____
Seconded by Commissioner: _____

**COUNTY BOARD ADOPTION OF THE
2023 LONG TERM FINANCIAL PLAN
FOR CARVER COUNTY**

WHEREAS, the Long Term Financial Plan (the "Plan") fulfills the County Board's direction to "connect financial strategies to the County's long-term strategic goals and objectives"; and

WHEREAS, the Plan which has been prepared by division directors and reviewed by the County Board of Commissioners provides the basis for determining the non-binding intent to allocate future County resources; and

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners 2023 Long Term Financial Plan is hereby adopted and placed on the County's website.

BE IT FINALLY RESOLVED, that copies of this resolution be forwarded to division directors of Carver County.

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 14th day of December, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 14th day of December, 2021.

David Hemze
County Administrator

EXECUTIVE SUMMARY

This 2023 Long Term Financial Plan, (the “Plan”) along with the 2022 Annual Budget, fulfills 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 be systematically rolled forward each year until they are brought into the Annual Budget process for approval and implementation.

The Plan focuses on the four areas which will significantly impact future property tax levy and budgets:

- A. Capital Improvement Plans (CIPs) for New Capital Projects
- B. Five Year Replacement Schedule for Facilities, Vehicles and Equipment
- C. Bond Sales and Debt Service
- D. Personnel Costs

A. Capital Improvement Plans (CIPs) for New Capital Projects:

CIP Revenue Summary:

County ½ cent Sales Tax: In 2017, the County Board approved a ½ cent sales tax that generates \$8 - \$9 million annually for County road and bridge projects.

Wheelage Tax: In 2017, the County Board increased the wheelage tax to \$20 effective January 1st, 2018 which Annually generates approximately \$1.9 million from auto and motorcycle license renewals for County road and bridge projects.

Request for State Bonding: The 2018 Legislature approved a \$1.5M grant from the State which was matched with \$1.5M in County funds for a \$3M Phase I Infrastructure project. The 2020 Legislature approved \$2.5M for a \$5M Phase II Waterfront Service Center with a 50/50 local match in County funds. A County priority for the 2022 Legislature is a \$3.5M grant for a \$7.0M Phase III Additional Amenities project with a 50/50 local match in County funds.

Road & Bridge Tax Levy: In 2016, the County Board directed that the tax levy for road and bridge annual maintenance be increased \$100K for the next 10 years to eventually provide an additional \$1M to finance the County’s Road Preservation Plan in 2025. Accordingly, the \$2.3M tax levy for road and bridge maintenance is planned to increase by \$100K in 2022.

State, Federal and Local funds: New road and bridge construction projects are financed from the Minnesota Highway Users Tax Distribution Fund (Fuel Tax, License Fees and Motor Vehicle Sales Tax), Sales Tax on Leased Vehicles, as well as Federal and State grant programs, City funds, and proceeds from County Bonds.

State County Program Aid (“CPA”): The Recommended 2022 Budget has approximately \$835,000 in 2022 CPA that is not allocated to the operating budget. \$540,000 is being directed to fund one-time capital projects listed on 2020 Budget Attachment E and the remaining \$292,000 will be directed to the CIPs according to the percentages below:

50%	Road & Bridge CIP	\$147K
25%	Park & Trail CIP	74K
<u>25%</u>	<u>Building CIP</u>	<u>74K</u>
100%	Total State CPA to CIPs	\$295K

State Sales Tax Parks and Trails “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 approximately \$350,000. These funds have been used as the local match to State & Federal grants for trail expansion projects and for the Lake Waconia Regional Park Phase I and II projects.

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 \$1.7M of the purchase price reimbursed at the land acquisition closing and then a biannual reimbursement of up to \$470,000. Based on the current reimbursement formula, the County will be waiting until 2025 for full reimbursement from the Met Council for previous land acquisitions.

CIP Project Summary:

Buildings CIP: Building projects related to ongoing maintenance, increasing security and expanding square footage are included in the Building CIP. These projects include:

- Furnishing a new Chaska library
- Building Master Space Plan Study

Funding for these building projects has not been identified at this time.

Roads & Bridges CIP: The County completed a 2014 amendment to the 2030 Road system Plan (RSP). The RSP identifies \$860 million of road and bridge projects to meet the needs of the projected growth in population and employment by 2040. This includes \$670 million for County road and bridges and \$190 million for critical State highway projects.

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 roads without adding lanes). A 6 year Road and Bridge Plan has been updated to recognize the additional funding from the ½ cent sales tax and increased wheelage tax which were approved in 2017 by the County Board.

The plan funds traditional preservation, bridge replacement and safety enhancement goals as well as partially fund high priority expansion, connectivity and other emerging regionally significant projects. The CIP identifies projects that are either traditional or development driven as the County has a cost participation policy that differs for each.

Parks and Trails CIP: This CIP focuses 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. A comprehensive list of parks and trails maintenance projects is being developed which may require additional funding resources above the current annual \$50K property tax levy in the 5 Year Replacement Schedule discussed below and \$74K CPA discussed above. Options to address a potential funding gap will be developed by the Park Board and County staff.

B. Five Year Replacement Schedule for Facilities, Vehicles and Equipment

The Administrator Recommended 2022 Budget includes \$1.6 million in levy funding to replace facilities, vehicles and equipment. This Plan includes a five-year replacement schedule for Facilities, Vehicles and Equipment based on division requests for 2023 thru 2027. These capital replacement requests will be rolled forward each year until they become part of current year Budget process. The five-year replacement schedule relies on a \$100,000 a year increase to the \$1.6 million levy over the next five years. The County Board has been supportive of this \$100K a year increase in levy dollars to create an orderly and scheduled replacement of County facilities, vehicles and equipment.

C. Bond Sales and Debt Service

Pay-as-you-go financing is the Board's preference for financing Building and Park & Trail projects. A \$2.5M bond sale is planned for May/June 2022 to reimburse the County for the \$2.5M in cash reserves the County used to purchase the building and land for the Steiner Kelting Wellness Center in 2017. The separate third party who is operating the Wellness Center will pay the debt service in accordance with their 25-year lease agreement. No other bond sales are planned in either the Buildings & Misc. CIP or the Park & Trail CIP.

The 2023-2027 Road and Bridge CIP has been updated to reflect the additional funding from the ½ cent sales tax and wheelage taxes that were approved in 2017. Depending on the success of various State and Federal grant

applications, County bonds may be necessary to provide matching grant dollars for high priority projects. Most of the projects in the Road & Bridge CIP are funded by external funding sources that have been secured.

D. Personnel Costs

Personnel costs are the largest and have been the fastest growing portion of the County's operating budget. As the County's tax base continues to expand, the County's workforce needs to increase in order to serve the growing tax base. For the last several budget cycles, the majority of requests for new levy funded positions have not been approved due to a lack of available funds. This trend, which increases the workload and responsibility for the existing staff as the County's tax base continues to grow, will be difficult to sustain over the long term. The Plan identifies strategies for addressing the two major drivers of personnel costs:

1. Requests for Additional Levy Funded Staffing
2. Employee Health Insurance

The Plan also identifies the ongoing funding needs to provide staffing for a Veterans Court and a Drug Court which were initially funded by multiple year State and Federal grants.

The County Board carries the ultimate budget authority. The 2022 Annual Budget and the 2023 Long Term Financial Plan are expected to be approved at the December 14, 2021 County Board meeting.

II. CAPITAL IMPROVEMENT PLANS

A Capital Improvement Plan (CIP) is created to provide a stable and sustainable road map for funding future capital projects. Financing and developing capital projects often take several years due to the increasingly complex financial and regulatory environment. A CIP ensures a long-range perspective for capital projects and provides for efficient project tracking from their inception to construction.

By design, a CIP is fluid because future priorities can change dramatically based on current circumstances. Thus, projects listed for the next year go thru the annual budget process, whereas projects listed beyond the next year are placeholders.

The County's CIPs have been developed by prioritizing a list of capital projects based on the estimated earliest year needed. The estimated total project cost is listed and includes construction costs, soft costs (engineering, legal, administration), and contingencies. An inflation factor is added based on the number of years before the project is estimated to start. Funding sources are also identified. At the bottom is a summary of the projected fund balance for future years based on the timing and cost of the projects and the estimated funding sources. Projected deficits in future years indicate that additional funding needs to be identified and/or capital projects need to be pushed back until the necessary financial resources are available.

Carver County has three CIPs:

- Buildings & Misc. (including furnishing Libraries) – Fund #30
- Roads & Bridges – Fund #32
- Parks & Trails - Fund #34

A. **BUILDINGS & MISC. CIP - Fund #30**

This CIP finances a comprehensive list of building and miscellaneous capital projects for:

- Facility remodeling projects and building improvements including new carpet, roofs and parking lots. Technology projects for data centers, fiber ring, network closets and similar technology hubs.

County staff has a funding plan to for the above projects in the Buildings CIP except for a \$1.2 million parking lot replacement project in 2026. Further analysis is expected to identify additional revenue sources and/or capital projects will be delayed so the parking lot replacement is fully funded for the 2026 annual budget.

Funding for the building projects below has not been identified at this time.

- Furnishing a new Chaska library
- 20 Year Building Master Space Plan Study

Please see the Buildings & Misc. CIP the next page for further details.

B. ROADS & BRIDGES CIP – FUND #32

The Road & Bridge Capital Improvement Plan (CIP) Fund accounts for capital projects that relate to county roads, bridges and signage, including new construction, replacement, right-of-way acquisition, and professional service fees.

Carver County has established an ongoing program for the planning of future Road and Bridge projects through the long-range Roadway System Plan (RSP) and short-term Capital Improvement Plan (CIP).

In order to provide additional revenue for high priority road and bridge projects, the Carver County Board of Commissioners implemented two transportation taxes on May 2, 2017: a new ½ percent Local Option Sales Tax and an increase in the Wheelage Tax to \$20. The revenue from the sales tax is required to be used on specific projects listed by resolution. The wheelage tax can be used on any county transportation project. The County Board approved these taxes for 20 years through 2038.

Developing and financing road and bridge capital projects often take several years due to the increasingly complex financial and regulatory environment. The CIP includes the current budget year (2021) which is included in the 2022 Annual Budget and the following 5-years (2023-2027) which are included in the 2022 Long-Term Financial Plan.

The CIP includes goals for Preservation, Safety, Bridge Replacement, Reconstruction, Connectivity, and Expansion. Traditional funding is aimed at the preservation, safety, bridge, and existing highway reconstruction needs, with any remaining and new funds going to new road connections and expansions.

The 2023-2027 CIP continues to fund preservation, safety and bridge replacements, and also funds high priority reconstruction, expansion and connectivity projects. High priority projects include regionally significant projects on the state highway system as well as the county highway system. Funding projects on the state highway system has become increasingly necessary given the importance of these routes and lack of investment in them by MnDOT.

CIP projects are selected using the following 10 Prioritization Criteria where possible along with input from regional partners:

- Safety Benefits (Measures crash rate and frequency and if route has high risk.)
- Congestion (Measures volume/capacity.)
- System Relief (Measures future traffic demand.)

- Significance of System (Measures functional class and connections to jobs, economic growth areas, transit service and accounts for physical barriers like rivers, railroads.)
- Multimodal Connections (Measures transit and trail importance.)
- Roadway Condition (Measures pavement condition, age, structural capacity, and geometric deficiencies.)
- Freight Needs (Measures heavy commercial truck volume and if the roadway connects to large industrial areas.)
- Funding Availability (Measures how many funding opportunities exist.)
- Project Readiness (Measures level of project development.)
- Community Support (Measures if the project is supported/requested by a city.)

As shown on the following map and tables, the recommended Roads & Bridges CIP:

- Allows for funding at traditional levels for preservation and safety.
- Allows for key bridges to be replaced if CPA and State Bridge Bonds are available
- Funds County match on federal projects
- Funds County contribution to State projects
- Anticipates \$100,000 County levy increase in 2022 and each year thru 2025 for the 20-year Road Preservation Plan.

Please see the Roads and Bridges CIP summary on the next page for further details.

C. **PARKS & TRAILS CIP – FUND #34**

The county regional park system faces tremendous challenges to redevelop aging infrastructure, develop its park areas, and implement a vision which secures new areas as identified in county and regional planning documents. Development and redevelopment of our parks system is a continuing process through our partnership with the Metropolitan Council. The County advanced funded the land acquisition for Lake Waconia Regional Park. Advanced funding is to be repaid to the County in future Metropolitan Council capital improvement budgets. As the County is reimbursed for past land acquisitions, this will create new opportunities for land acquisition that will preserve conservation and recreation space for the future. Other possible acquisition areas are shown on the County's Comprehensive Plan.

Additionally, the 2009 legislative session passed the Parks and Trail Legacy Fund. This is new funding provided through the constitutional amendment passed by the voters in November of 2008. As a result of the amendment, Carver County receives approximately \$400,000 annually for recreation programs and outreach activities and new capital projects consistent with the language of the constitutional amendment.

Since 2010, Carver County has constructed 14 miles of paved trail within park areas and regional trails. Funding is planned to maintain trails surfaces at regular intervals to maximize the pavement life.

PARK DEVELOPMENT CAPITAL PROJECTS

The County's Park Board and staff are prioritizing the following development projects and exploring various options to bring additional resources to the County's Park & Trail Capital Improvement Plan.

Lake Waconia Regional Park

County Staff has partnered with the Minnesota DNR to develop a boat access consistent with the Lake Waconia Regional Park Master Plan. The DNR has acquired the land and is in the process of designing the boat access. Carver County will provide maintenance operations seamless from the surrounding park property

In 2018, the State Legislature approved bonding of \$1.5M which was matched with \$1.5M of County funds for a \$3M water, sewer and stormwater utility, site grading, roadway and parking lot construction project that was completed in 2020.

A \$5.0M Phase II Waterfront Service Center project with a 50/50 State and County match was approved by the 2020 Legislature. A County priority for the 2022 Legislature is a \$3.5M grant for a \$7.0M Phase III Additional Amenities project with a 50/50 local match in County funds.

Lake Minnewashta Regional Park

Land previously occupied for parking at a second boat access will be made available for large group activities to help separate group usage from family and casual users thereby reducing conflict in general use areas of the park.

Emerging needs include the replacement of the playground equipment. The existing equipment is approaching 20 years old. There have been numerous repairs made and visibly the equipment is showing signs of wear and tear. Other enhancements being contemplated include lighting for the trail system, development of group camp site, swim pond for dogs, and repurposing the caretaker house for recreation activities.

Baylor Regional Park

Longer term objectives of remodeling the park visitor center, upgrading electrical service to campsites, considering a splash pad instead of a swimming beach due to poor lake water quality are emerging ideas to improve customer satisfaction with the park.

Please see the Parks and Trails CIP summary on the next page for further details.

DRAFT

III. VEHICLES, FACILITIES AND EQUIPMENT REPLACEMENT

The Administrator Recommended 2022 Budget includes \$1.6 million in levy funding to replace facilities, vehicles and equipment. This Plan includes a five-year replacement schedule for Facilities, Vehicles and Equipment based on division requests for 2023 thru 2027. These requests will be rolled forward each year until they become part of current year Budget process. The five-year replacement schedule relies on a \$100,000 a year increase to the \$1.6 million levy over the next five years. The County Board has been supportive of this \$100K a year increase in levy dollars to create an orderly and scheduled replacement of County facilities, vehicles and equipment.

See Attachment B-5 and B-6 for the 5-year replacement schedule

IV. Bond Sales and Debt Service

Pay-as-you-go financing is the Board's preference for financing capital projects. However, the timing and scope of the 20-year Master Space Plan Study, redevelopment of Lake Waconia Regional Park, furnishing a new Chaska library and expanding Highway 212 to four lanes will likely require funding from a bond sale.

Please see the Debt Service schedule below for more details.

CARVER COUNTY CHASKA, MINNESOTA COMBINED SCHEDULE OF BONDS PAYABLE December 31, 2021										
Bond Type	Interest Rates	Payment Due Date	Original Amt. Issued	Amount Outstanding 12/31/21	2022	2023	2024	2025	2026	2027 to 2030
2014A GO Capital Improvement										
Principal.....		2/1	9,555,000	5,320,000	595,000	615,000	635,000	655,000	675,000	2,145,000
Interest.....	2.0-3.0%	2-1/8-1		663,600	150,675	132,525	113,775	94,425	74,475	97,725
Total				5,983,600	745,675	747,525	748,775	749,425	749,475	2,242,725
2014 MPFA Loan (12/2015 Projection)										
Principal.....		8/20	18,000,000	9,592,000	1,024,000	1,034,000	1,044,000	1,055,000	1,065,000	4,370,000
Interest.....	1.0%	2-20/8-20		485,990	95,920	85,680	75,340	64,900	54,350	109,800
Total				10,077,990	1,119,920	1,119,680	1,119,340	1,119,900	1,119,350	4,479,800
2016A GO Refunding										
Principal.....		2/1	7,190,000	2,985,000	1,260,000	1,320,000	405,000	-	-	-
Interest.....	2.0-5.0%	2-1/8-1		171,000	113,700	49,200	8,100	-	-	-
Total				3,156,000	1,373,700	1,369,200	413,100	-	-	-
Total										
Principal.....			36,205,000	17,897,000	2,879,000	2,969,000	2,084,000	1,710,000	1,740,000	6,515,000
Interest.....				1,320,590	360,295	267,405	197,215	159,325	128,825	207,525
Total				19,217,590	3,239,295	3,236,405	2,281,215	1,869,325	1,868,825	6,722,525

V. Operating Budget

The most significant cost driver for future operating budgets is the staffing costs needed to address the increasing service demands from a growing county along with

increasing regulatory and compliance mandates. Thus, key financial strategies have been developed to focus on three issues related to personnel costs:

A. Requests for Additional Levy-Funded Staffing

Chart #1: Population Trend

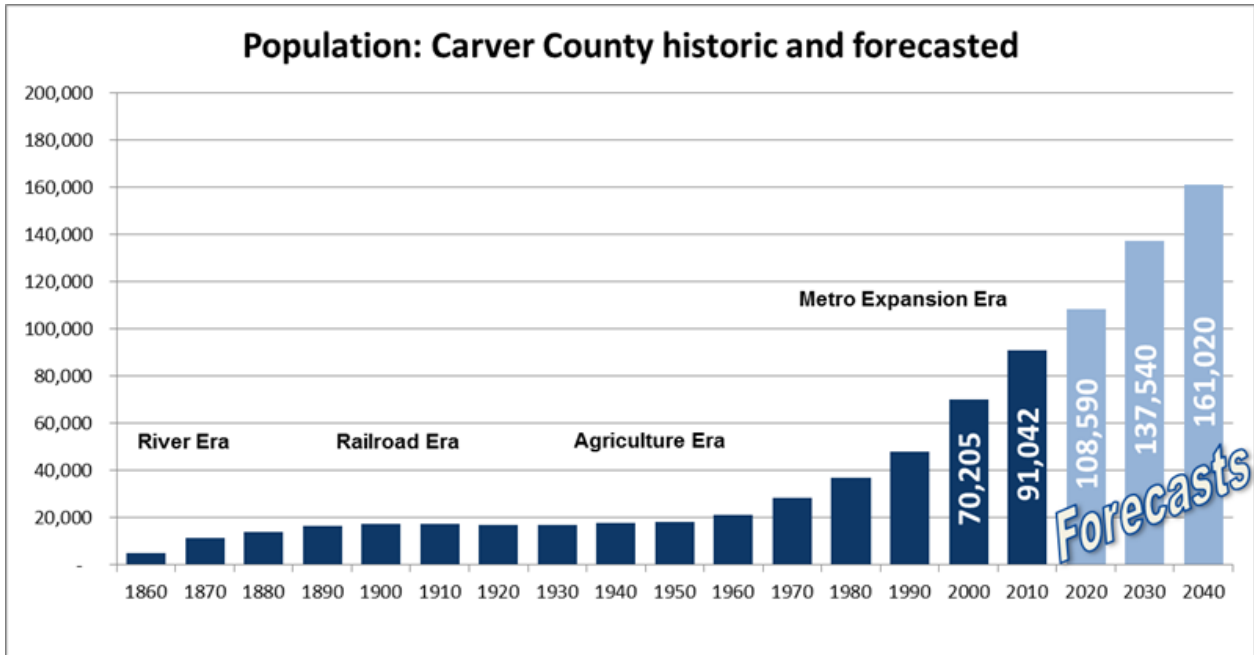
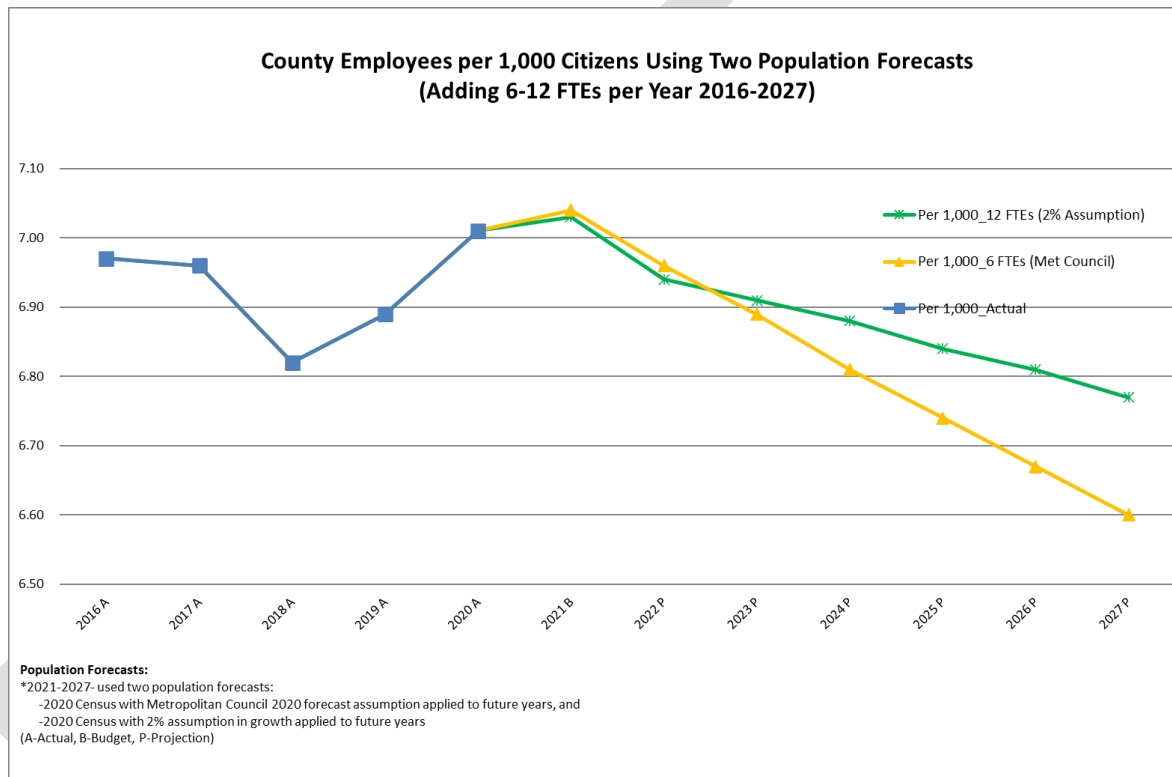


Chart #1 shows the dramatic forecasted increase to 161,020 residents by the year 2040. The County’s primary strategy to finance increasing service demands from population growth is to hire additional Full-Time Equivalent (FTE) employees at a slower rate than the County’s overall growth by:

1. Leveraging technology to gain staff efficiencies: An extensive list of technology projects throughout the County are expected to increase staff efficiencies along with a focus on LEAN/Kaizen/Rapid Improvement events which has emerged as a successful new tool to increase workflow efficiency.
2. Collaborating with other organizations to enhance service delivery, increase efficiencies, and eliminate duplication of efforts: In 2008, the County created the Association of Carver County Elected Leaders (ACCEL) to facilitate this effort. For 2012, this association was expanded to include appointed city administrators/school superintendents.
3. Implement pay-for-performance that rewards performance: The long-term plan has been to transition employee groups from a legacy step pay model to a pay-for-performance model. This plan has been implemented for non-bargaining employees and ten out of eleven bargaining units in 2020.

The FTE Per Thousand Residents graph below county FTEs to County residents from 2016 thru 2027. The graph also projects a downward trend of

FTEs per thousand residents if the County adds 6 FTEs each year based on the Met Council’s population growth assumption or adds 12 FTEs each year based 2% population growth continuing thru 2027. This projection range of 6 – 12 additional FTEs over the next 5 years provides a high-level planning benchmark for future operating budget’s most significant cost driver. However, this high-level projection could change dramatically during the annual budget process due to future circumstances that are often outside of the County’s control.



B. Employee Health Insurance

When the County went out for health insurance bids in 2007, only one major health insurance carrier offered a bid and two major carriers indicated they would not bid for the County’s future business until the County provided consumer-driven health insurance options to its employees. In response, the County developed the following strategies:

1. Plan Design: Consumer-Driven Models

The latest trend to attempt to slow health care costs is to give consumers more choice in their health care which is commonly referred to as “consumer-driven health plans.” In 2009 & 2010, the County Board approved the recommendations of the Health Care Labor Management

Committee and created incentives for employees to migrate from the legacy Plan A to: a new “Plan B” – a high-deductible HRA which shares risk with the employee in exchange for lower premiums; an improved Plan C – a Tiered Network where clinics/hospitals with higher care ratings have lower deductibles; or a high-deductible HSA Plan D. The Board also created a cafeteria plan to provide employees with more benefit flexibility.

2. Education/Wellness

Estimates have calculated that up to 65% of health care costs relate to poor lifestyle choices: what we eat, smoking, alcohol and drug use, lack of exercise, etc. In 2008, the County Board approved the creation of the Health Break Team to create a healthier culture at the County. Employee awareness, participation and support for the various Wellness programs and activities have been growing and are expected to continue in the future.

3. Health Incentive Plan

Beginning in 2012, the County Board approved the Health Break’s Team recommendation for \$100 incentive for employees who participate in the Health Incentive Plan by completing basic Wellness tasks: Biometrics, Health Assessment, Preventive screenings, and a dentist visit.

The County is required by statute to issue a health insurance request for proposal (“RFP”) every 5 years. In 2021, the county issued a health insurance RFP which resulted in a 12% premium increase for 2022 with a 12% rate cap increases for 2023 and 2024. The 2022 increase was significantly different than the great news from health insurance RFP process for 2012 and 2017 where premiums decreased on average 2% and 14%, respectfully, and the County had single digit % rate cap increases from 2017 – 2021 due to very competitive bidding in 2011 and 2016.

The County was awarded Federal and State multiple year grants to start up a Veteran’s Court and a Drug Court. The Vet Court grant will end in 2023 and the Drug Court will end in 2024. Long term, sustainable funding sources need to be identified to continue operating a Veteran’s Court and a Drug Court.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Regional Rail Authority 2022 Levy and Budget

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Carver County Regional Rail Authority ("CCRRA") Levy is requesting a \$199,000 levy, which is a \$26k(15%) increase from 2021, to provide stewardship of regional railroad corridors and ongoing funding for a Public Works re-organization in 2021 that created a full-time Maintenance Technician position. CCRRA staff assist with day to day operations, maintenance and stewardship of trails including mowing, weed control, tree trimming, debris and trash removal, drainage corrections, etc. The need for additional Regional Rail Authority staffing is due to the additional railroad corridor mileage and corresponding trails like the MN River Bluffs trail which have recently been added to the County's trail system.

ACTION REQUESTED:

Motion to approve setting the CCRRA's 2022 tax levy at \$199,000 and 2022 Budget of \$201,000.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

A 2022 CCRRA tax levy of \$199,000 will have a \$0.56 tax impact on the County's average value home.

Office use only:

RBA 2021 - 8070

**CARVER COUNTY REGIONAL RAIL AUTHORITY
CARVER COUNTY, MINNESOTA**

Date: December 14th, 2021 Resolution: _____
Motion by Commissioner: _____ Seconded by Commissioner: _____

CERTIFYING 2022 PROPERTY TAX LEVY

WHEREAS, the County of Carver, State of Minnesota, requires an Ad Valorem Property Tax to provide needed and necessary services to the citizens of Carver County; and

WHEREAS, the Carver County Regional Rail Authority Board has reviewed budget requests and has made a determination of the Ad Valorem Property Tax required to support Authority operations for the Calendar Year 2022.

NOW, THEREFORE, BE IT RESOLVED by the Carver County Regional Rail Authority Board that there be, and hereby is, levied upon the taxable property of the County of Carver the following sums for the respective purposes indicated herein for the calendar year commencing January 1, 2022, to wit::

CARVER COUNTY REGIONAL RAIL AUTHORITY \$199,000

ADOPTION OF 2022 BUDGET

WHEREAS, the annual operating and capital budgets for the Carver County Regional Rail Authority, which have been prepared by Public Works Director and reviewed by the Carver County Regional rail Authority Board, provided the basis for determining the allocation of available County resources and the property tax levy of Carver County necessary to fund the various functions of Carver County Regional Rail Authority Board for the coming year; and

WHEREAS, the Carver County Regional Rail Authority Board has established the property tax levy for Carver County which serves as a major funding source for Rail Authority operations; and

WHEREAS, the budgets as reviewed and amended by the Carver County Regional Rail Authority Board are within all limits of the afore-referenced levy as prescribed by law; and

WHEREAS, it is the stated purpose of the Rail Authority budget to serve as a management tool for division directors and the Carver County Regional Rail Authority Board and sets the authorized expenditure limits for the 2022 budget year; and

WHEREAS, the revenue and expenditure budget totals by fund are set forth below:

	<u>Revenues</u>	<u>Expenditures</u>
Carver County Regional Rail Authority	<u>\$201,000</u>	<u>\$201,000</u>

NOW, THEREFORE, BE IT RESOLVED by the Carver County Regional Rail Authority Board that the 2022 budget is hereby adopted and placed on file in the Carver County Taxpayer Service's Office.

BE IT FURTHER RESOLVED, funds are hereby appropriated for the execution of the aforementioned 2022 budgets.

BE IT FURTHER RESOLVED, budget cannot be exceeded by category for any fund.

BE IT FURTHER RESOLVED, any adjustments to the approved budget, requested by originating departments, can be approved by the Property and Financial Services Director after review for adequate transfer of existing budget or addition of new revenue sources.

BE IT FURTHER RESOLVED, capital expenditures that have been itemized in the 2020 budget when purchased must conform with State Statute 471.345 as amended. Further, in accordance with County Policy, any capital expenditure (object code 6600's) greater than \$25,000 must have prior Regional Rail Authority Board approval for purchase. Items classified as building improvements (code 6640) which are needed on an emergency basis may be purchased without prior Board approval but subsequent Board ratification will be required.

BE IT FURTHER RESOLVED, in recognition that the Regional Rail Authority does not maintain any staff and meets on an infrequent basis, the Carver County Board and staff are authorized to conduct Regional Rail Authority day to day business on behalf of the Regional Rail Authority including, but not limited to, the payment and approval of Regional Rail Authority claims and invoices, adjusting the annual fee schedule and signing contracts consistent with the authority delegated to County staff in the County's Administrative Policy Manual.

BE IT FINALLY RESOLVED, that copies of this resolution and individual division budgets be forwarded to division directors of Carver County.

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 Carver County Regional Rail Authority Board, Carver County, Minnesota, at its session held on the 14th day of December, 2021, now on file in the Administration Office, and have found the same to be a true and correct copy thereof.

Dated this 14th day of December, 2021.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution Setting 2022 County Commissioner Compensation

Primary Originating Division/Dept: <u>Employee Relations</u>	Meeting Date: <u>12/14/2021</u>
Contact: <u>Kerie Anderka</u> Title: <u>Employee Relations Division ...</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>10</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Kristin Hack</u> Title: <u>Senior Employee Relations Bus...</u>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The County Board is charged with the responsibility to set compensation, including salary and benefits, for the County Commissioners. Several factors are typically considered in setting Commissioner salaries, including market rates and internal salary history and patterns. Market information is attached, listing Carver County Commissioners' current annual salary which is set at \$72,294 in comparison to the metro county average commissioner salary of \$85,720. The attached market data reflects the current year (2021) data.

The County's settled collective bargaining agreements establish a 2022 pay-for-performance and general adjustment increase pattern. Based on actual performance rating data for recent years, where the greatest percentage of County employees received an "exceeds expectations" overall rating, the typical 2022 salary action including general adjustment and performance based pay is anticipated to be approximately 4.00%. For employees who have not yet reached the target rate for the salary range associated with their classification, the performance based increase percentage is calculated on the target rate of the assigned salary range. This helps to accelerate movement toward the target rate. Carver County's approach with regard to compensation and the pay-for-performance program has been to provide competitive pay and reward top talent and employee initiative.

When considering the 2022 County Commissioner salary, the Board may wish to consider an increase ranging from 2.00% to 3.00% calculated based on the metro average (2021) salary amount, to maintain Commissioner salaries aligned with metro county data.

The Resolution provides annual salaries to be set by the Board; cafeteria benefits at the same rate as non-bargaining employees; and expense allowances of \$715.00 for the Chair, \$640.00 for the Vice-Chair, and \$615.00 for the other Commissioners. The action requested is to adopt the Resolution establishing Carver County Commissioner salaries and monthly expense allowances for 2022, and providing 2022 cafeteria benefits at the same rate as non-bargaining employees.

ACTION REQUESTED:

Motion to adopt the Resolution setting the County Commissioner annual salaries and monthly expense allowances for 2022, and providing 2022 cafeteria benefits at the same rate as non-bargaining employees.

FISCAL IMPACT: Other

If "Other", specify:

See below

FUNDING

County Dollars =	\$423,354.00
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Total	\$423,354.00
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FTE IMPACT: None

Related Financial/FTE Comments:

The total cost is dependent on final salary amounts approved by the Board. Total salary and benefits costs may range from \$423,354 to \$427,929.

County Commissioners	Dakota County	Anoka County	Washington County	Scott County	Hennepin County	Ramsey County	Carver County	AVERAGE SALARY (Excluding Carver)
2016 Base Salary	\$74,830	\$63,614	\$52,713	\$57,919	\$108,093	\$87,884	\$48,564	\$74,176
2017 Base Salary	\$77,450	\$65,522	\$52,713	\$59,930	\$110,796	\$90,801	\$62,064	\$76,202
2018 Base Salary	\$80,160	\$67,488	\$52,713	\$62,627	\$113,566	\$92,423	\$65,164	\$78,163
2019 Base Salary	\$82,966	\$69,498	\$69,000	\$66,381	\$113,566	\$94,734	\$68,664	\$82,691
2020 Base Salary	\$85,869	\$71,593	\$70,720	\$72,306	\$113,566	\$97,102	\$72,294	\$85,193
2021 Base Salary	\$86,728	\$73,028	\$70,720	\$73,174	\$113,566	\$97,102	\$72,294	\$85,720

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

Resolution: 2022 County Commissioner Compensation & Benefits

DATE _____ RESOLUTION NO. _____
MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has the authority to establish and revise compensation (salary and benefits) for County Commissioners; and

WHEREAS, the Carver County Board of Commissioners intends to establish 2022 County Commissioner salaries; and

WHEREAS, the Carver County Board of Commissioners intends to provide 2022 insurance benefits for Commissioners within the established cafeteria system;

THEREFORE, BE IT RESOLVED, Carver County shall provide County Commissioners with the following compensation in 2022:

- A. The County Commissioner annual salary amount shall be set at \$_____ for 2022.
- B. County Commissioner monthly expense allowances shall be set at \$715.00 for the Board Chair, \$640.00 for the Vice-Chair and \$615.00 for the others.
- C. Insurance benefits for the County Commissioners shall be provided through the cafeteria plan, and include the following insurance benefits: life insurance (employee \$50,000.00 life and \$100,000 AD&D, spouse \$2,000.00, and child \$1,000.00); and single dental insurance. Additionally, the Commissioners shall receive a monthly cafeteria amount based on their health insurance elections: waiver, \$150.00; single \$855.48; employee + child(ren) \$1,048.70; employee + spouse \$1,393.20; or family, \$1,772.79 for 2022, to use toward elective benefits for which they are eligible, and/or additional cash compensation. If the insurance contributions for non-bargaining employees are adjusted for 2022, the amounts provided for County Commissioners shall be adjusted to match.
- D. The County shall provide County Commissioners selecting the HRA Plan for health insurance with a 2022 contribution to the Health Reimbursement Arrangement VEBA Trust of \$750.00 for those with single insurance, or \$1,500.00 for those with employee + child(ren), employee + spouse, or family insurance. The County shall provide Commissioners selecting the HSA Plan for health insurance with a 2022 contribution of \$1,100.00 for those with single insurance; and \$2,000.00 for those with employee + child(ren), employee + spouse, or family insurance. If the HRA or HSA contributions for non-bargaining employees are adjusted for 2022, the amounts provided for County Commissioners shall be adjusted to match.

BE IT FURTHER RESOLVED, that the County reserves the right to make additional adjustments to Commissioner benefits by amendment to the Carver County Personnel Policies or future Board Actions.

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 14th day of December, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of December, 2021

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution Setting 2022 County Attorney and County Sheriff Compensation

Primary Originating Division/Dept: Employee Relations

Meeting Date: 12/14/2021

Contact: Kerie Anderka

Title: Employee Relations Division ...

Item Type:

Regular Session

Amount of Time Requested: 10 minutes

Presenter: Kristin Hack

Title: Senior Employee Relations Bus...

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The County Board has the authority to set compensation, including salary and benefits, for elected County officials including the County Attorney and the County Sheriff. Minnesota law requires that the Board set the salaries of these elected officials with regard for the responsibilities and duties of office, as well as the elected official's experience, qualifications, and performance. In addition, court rulings indicate that Commissioners should take into consideration salaries in similarly situated counties in the state. The attached Resolution addresses the 2022 compensation for the County Attorney and the County Sheriff.

County Attorney Salary:

County Attorney Mark Metz' 2021 annual salary is set at \$189,191. Market data is attached for the County Attorney position, reflecting current year (2021) data. The metro area average salary for County Attorney, excluding Carver County, is \$189,905. Serving in this role since 2011, County Attorney Metz' performance reflects substantial experience while delivering a high level of leadership and successful achievements. Based on a review of the relevant factors for determining the County Attorney's 2022 salary, the Board may wish to consider a base salary increase of \$3,800, and a one-time lump sum payment of \$3,800 to be provided in January 2022. The resulting 2022 annual salary for County Attorney Metz would be \$192,991, with provisions of a one-time lump sum payment of \$3,800. The proposed dollar amounts are calculated to reflect a base increase approximating 2.00% and a lump sum approximating 2.00%. The salary action suggested would recognize the high level of performance County Attorney Metz has demonstrated in his role, while maintaining appropriate salary alignment with the market in relation to comparable counties, and acknowledging a more conservative approach with regard for budget considerations by splitting the adjustment between a base and lump sum.

County Sheriff Salary:

County Sheriff Jason Kamerud's annual 2021 salary is set at \$161,700. Market data is attached for the County Sheriff position, reflecting current year (2021) data. The metro area average salary for County Sheriff, excluding Carver County, is \$171,971. Sheriff Kamerud has demonstrated a high level of performance and accomplishments as the head of the Carver County Sheriff's Office while addressing significant and complex challenges facing law enforcement agencies not only in Carver County but across the nation. Based on a review of the relevant factors for determining the County Sheriff's 2022 salary, the Board may wish to consider an increase of \$6,900 for the County Sheriff applied to the 2021 annual salary. The resulting 2022 annual salary for Sheriff Kamerud would be \$168,600. The proposed dollar amounts are calculated to reflect an increase approximating 4.00%. The salary increase suggested would recognize the high level of performance Sheriff Kamerud has demonstrated in his role, and the recommendation to provide the full amount as a base adjustment would move Sheriff Kamerud's salary closer toward the average salary for this position based on comparable county data.

The action requested is to adopt the Resolution defining the 2022 compensation for the County Sheriff and for the County Attorney; and providing both with 2022 cafeteria benefits at the same rate as non-bargaining County employees.

ACTION REQUESTED:

Motion to adopt the Resolution setting the 2022 compensation for the County Sheriff and for the County Attorney; and providing both with 2022 cafeteria benefits at the same rate as non-bargaining County employees.

FISCAL IMPACT: Other

If "Other", specify:

[Redacted]

FTE IMPACT: None

FUNDING

County Dollars =	[Redacted]
County Attorney	\$246,429.00
County Sheriff	\$216,974.00
Total	\$463,403.00

Related Financial/FTE Comments:

The total cost is dependent on final salary amounts approved by the Board. The funding section above reflects the total salary and benefits cost.

Office use only:

RBA 2021 - 8080

County Attorney	Dakota County	Anoka County	Washington County	Scott County	Hennepin County	Ramsey County	Carver County	AVERAGE SALARY (Excluding Carver)
2016 Base Salary	\$170,623	\$155,000	\$154,960	\$154,501	\$173,254	\$166,608	\$152,000	\$162,491
2017 Base Salary	\$176,595	\$155,000	\$159,609	\$158,146	\$177,585	\$170,940	\$162,491	\$166,313
2018 Base Salary	\$184,542	\$155,000	\$171,580	\$163,424	\$182,025	\$175,214	\$169,191	\$171,964
2019 Base Salary	\$192,846	\$179,001	\$180,159	\$170,078	\$182,025	\$179,594	\$176,891	\$180,617
2020 Base Salary	\$199,596	\$184,371	\$187,346	\$182,224	\$191,240	\$184,084	\$185,391	\$188,144
2021 Base Salary	\$190,000	\$188,073	\$192,112	\$189,176	\$195,065	\$185,004	\$189,191	\$189,905
Start Date of Incumbent	2021	2011	2011	2015	2007	2011	2011	

County Sheriff	Dakota County	Anoka County	Washington County	Scott County	Hennepin County	Ramsey County	Carver County	AVERAGE SALARY (Excluding Carver)
2016 Base Salary	\$144,986	\$142,903	\$154,960	\$141,027	\$165,002	\$151,972	\$142,000	\$150,142
2017 Base Salary	\$150,061	\$147,191	\$149,394	\$146,212	\$169,127	\$155,924	\$150,142	\$152,985
2018 Base Salary	\$156,814	\$151,607	\$153,876	\$149,198	\$173,356	\$159,822	\$156,342	\$157,446
2019 Base Salary	\$163,871	\$162,397	\$161,570	\$154,660	\$173,356	\$163,818	\$150,000	\$163,279
2020 Base Salary	\$171,245	\$167,273	\$168,022	\$159,460	\$182,132	\$163,818	\$158,500	\$168,658
2021 Base Salary	\$172,957	\$170,622	\$172,394	\$166,260	\$185,775	\$163,818	\$161,700	\$171,971
Start Date of Incumbent	2015	2011	2017	2016	2019	2019	2019	

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

Resolution: 2022 County Attorney and County Sheriff Compensation & Benefits

DATE _____ RESOLUTION NO. _____
MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has the authority to establish and revise compensation (salary and benefits) for elected officials; and

WHEREAS, the Carver County Board of Commissioners intends to establish 2022 elected official salaries for the County Attorney and the County Sheriff; and

WHEREAS, the Carver County Board of Commissioners intends to provide 2022 insurance benefits for the County Attorney and the County Sheriff within the established cafeteria system;

THEREFORE, BE IT RESOLVED, Carver County shall provide elected officials with the following compensation in 2022:

- A. The County Attorney’s salary for 2022 shall be defined as follows: \$192,991 base salary, and a one-time \$3,800 lump sum to be paid on check date January 7, 2022
- B. The County Sheriff’s salary for 2022 shall be defined as follows: \$168,600 base salary
- C. Insurance benefits for the County Attorney and County Sheriff shall be provided through the cafeteria plan, and include the following insurance benefits: life insurance (employee \$50,000.00 life and \$100,000 AD&D, spouse \$2,000.00, and child \$1,000.00); and single dental insurance. Additionally, these elected officials shall receive a monthly cafeteria contribution amount based on their health insurance elections: waiver, \$150.00; single \$855.48; employee + child(ren) \$1,048.70; employee + spouse \$1,393.20; or family, \$1,772.79 throughout 2022, to use toward eligible elective benefits, and/or additional cash compensation. If the insurance contributions for non-bargaining employees are adjusted for 2022, the amounts provided for the County Attorney and the County Sheriff shall be adjusted to match.
- D. The County shall also provide the County Attorney and the County Sheriff selecting the HRA Plan for health insurance with a 2022 contribution to the Health Reimbursement Arrangement VEBA Trust of \$750.00 for those with single insurance, or \$1,500.00 for those with employee + child(ren), employee + spouse, or family insurance. The County shall provide the County Attorney and the County Sheriff selecting the HSA Plan for health insurance with a 2022 contribution of \$1,100.00 for those with single insurance; and \$2,000.00 for those with employee + child(ren), employee + spouse, or family insurance. If the County contributions for non-bargaining employees are adjusted for 2022, the amounts provided for the County Attorney and the County Sheriff shall be adjusted to match.

BE IT FURTHER RESOLVED, that the County reserves the right to make additional adjustments to the County Attorney and County Sheriff compensation (salary or benefits) by amendment to the Carver County Personnel Policies or future Board Actions.

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 14th day of December, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of December, 2021

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Library Planning

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County Libraries are a partnership between Cities and the County. The Cities provide the library building and the County provides the library service including staff, books, furniture, etc. Carver County staff are currently in discussions with a few cities about future library spaces. At the work session, staff will give an update on planning for future library spaces. In addition, County staff will seek input from the County Board, especially on the planning for the Chaska Library.

ACTION REQUESTED:

No formal action, seeking input on future library spaces.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 8006