

Carver County Leaders (formerly ACCEL) Meeting
 September 4, 2012
 7:30 a.m. EOC
 Justice Center Lower Level



Carver County Board of Commissioners
 September 4, 2012
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	a) CONVENE b) Pledge of allegiance c) Public comments (limited to five minutes) d) Introduction of New Employee	
	2.	Agenda review and adoption	
	3.	Approve minutes of August 28, 2012 Regular Session.....	1-3
	4.	Community Announcements	
9:00 a.m.	5.	CONSENT AGENDA <i>Communities: Create and maintain safe, healthy and livable communities</i> 5.1 Convert licensed deputy FTE to civilian criminalist FTE 4 5.2 Scott Janke – home extended business accessory use (PH/E) 5-9 5.3 Joint powers agreement with City of Hamburg – 2012 bituminous overlay program 10 5.4 Joint powers agreement with City of Norwood Young America – 2012 bituminous overlay program..... 11 <i>Culture: Provide organizational culture fostering accountability to achieve goals and sustain public trust/confidence in County government</i> 5.5 Accept donation of two Renaissance Festival tickets 12 <i>Finances: Improve the County’s financial health and economic profile</i> 5.6 Community Social Service Warrants NO ATT 5.7 Commissioners’ Warrants..... NO ATT	
9:05 a.m.	6.	CONNECTIONS: Develop strong public partnerships and connect people to services and information 6.1 Resolution in recognition of the Chaska Herald’s 150 th Anniversary ..	13-14
9:15 a.m.	7.	COMMUNITIES: Create and maintain safe, healthy and livable communities 7.1 PH/E – Proclamation declaring September “National Preparedness Month” in Carver County	15-16
9:20 a.m.	8.	FINANCES: Improve the County’s financial health and economic profile 8.1 Approve a County 2013 preliminary levy and budget..... 8.2 Approval to set the preliminary 2013 Carver County Water Management Organization levy.....	17-87 88-90

8.3 Approval of Carver County Community Development Agency 2013 final Budget – PH/E 91-102

10:20 a.m. **ADJOURN REGULAR SESSION AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY**

10:30 a.m. **9. COMMUNITIES: Create and maintain safe, healthy and livable communities**
9.1 Adopt a preliminary 2013 levy for the Regional Rail Authority 103-107

ADJOURN CARVER COUNTY REGIONAL RAIL AUTHORITY

10:40 a.m. **BOARD REPORTS**
1. Chair
2. Board Members
3. Administrator
4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

September 11, 2012	9:00 a.m. Board Work Session
September 18, 2012	1:00 p.m. Joint Meeting with Scott County Board, Scott County Board Room, Shakopee, MN
September 18, 2012	4:00 p.m. Board Meeting
September 25, 2012	9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 28, 2012. Chair James Ische convened the session at 9:00 a.m.

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

Members absent: None.

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

Workman moved, Maluchnik seconded, to approve the minutes of the August 21, 2012, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Authorized the Sheriff's Office acceptance of \$100 donation.

Approved tobacco license #10-641, Skyway Wine & Spirits, LL d/b/a Wine & Spirits.

Approved charitable gambling application for Augusta Ball Club.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Keith Carlson, representing the Minnesota Inter-County Association, updated the Board on the past legislative session and its implications for the County. He noted this was the first time in five years where the County would not be facing a cut in money from the State and no reinstatement of levy limits. He stated this was a short term benefit as the State was still facing a one billion deficit without inflation. He projected the tax burden for homeowners would be reduced but other properties, particularly farm properties, may seem double digit increases.

He noted the legislative passed a half billion dollar bonding bill, with local bridge programs receiving another 30 million. Carlson pointed out, once again, Counties received no mandate relief and the MAGIC Act never reached the House floor. He explained environmental permitting that was relaxed and two new mandates counties may face. He also pointed out the potential costs to counties if the Photo Voter ID amendment was approved.

John Tuma, MICA, highlighted legislation related to public safety and Nancy Sileksy noted changes in the areas of Public Health and Human Services.

Carlson pointed out the added challenges in 2013 as there would be new faces with the large turnover in the legislature. He thanked the Board for their continued support and Commissioners Degler and Maluchnik for representing the County on the MICA Board.

Lyndon Robjent, Public Works, reviewed with the Board the reconstruction of Engler Boulevard West of Clover Ridge Drive project. He identified the location and stated they worked with the City on the project. He stated the City requested the improvements be made to be ready for future development to occur in the area.

He noted the County's standard cost participation policy and the Board's direction to negotiate a reasonable cost share with the City. He indicated the City applied and received a DEED grant and that would be shared with the County. Robjent stated tax abatement bonds and County State Aid Highway funds would be used to fund the County's share.

Robjent stated the final design was completed, bids were opened August 17th and reviewed the cost share agreement and funding sources. He stated the City was going to award the project at their last meeting but there were a few issues they needed to resolve. He clarified he was asking the Board to authorize him to concur in the award once the City has done so.

He pointed out they were also in the process of working with the cities on cost share policies and they needed to determine, when projects are development driven, what is the appropriate share for the County. David Hemze, County Administrator, explained they would be discussing the cost sharing policy with the Board in a future work session and it has been challenging to add some clarity.

Maluchnik moved, Degler seconded, to authorize the County Engineer to concur in the award of Project SAP 010-610-44 to S.M. Hentges & Sons, Inc. in the amount of \$2,745,890.70 once the City of Chaska has awarded the contract. Motion carried unanimously.

Bill Weckman, Public Works, requested the Board approve an agreement with L.D. Martin Law office for legal services on the County Road 11 project. He stated they would be dealing with 14 property owners for right of way. He explained with the complexity of the acquisitions, time involvement that was needed and the loss of their right of way agent, they looked at hiring outside counsel to assist. He indicated they have land commissioners appointed and hearings have been scheduled.

Workman clarified this project was close to a family member and he would be abstaining.

Degler moved, Maluchnik seconded, to approve the professional services agreement with L.D. Martin Law Office and authorized the Chair and Administrator to sign. Degler, Ische, Lynch, Maluchnik voted aye. Workman abstained. Motion carried.

REGULAR SESSION
August 28, 2012

Degler moved, Lynch seconded, to go into closed session according to Minnesota Statutes 13D.05 to discuss confidential appraisal data and update the Board on the status of the parcel acquisition, PID #070181000. Motion carried unanimously.

The Board adjourned the closed session and Regular Session at 11:40 a.m.

David Hemze
County Administrator

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Convert Licensed Deputy FTE to Civilian Criminalist FTE

Primary Originating Division/Dept: <input style="width: 90%;" type="text" value="Sheriff"/>	Meeting Date: <input style="width: 80%;" type="text" value="9/4/2012"/> Item Type: Consent <input style="width: 80%;" type="text"/>
Contact: <input style="width: 25%;" type="text" value="Jason Kamerud"/> Title: <input style="width: 30%;" type="text" value="Chief Deputy"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Amount of Time Requested: <input style="width: 20%;" type="text"/> minutes Presenter: <input style="width: 20%;" type="text"/> Title: <input style="width: 30%;" type="text"/>	

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

BACKGROUND/JUSTIFICATION:

The Sheriff's Office operates a forensic crime lab that has historically been staffed by a licensed peace officer who received special training in forensic analysis. As forensic analysis techniques and technologies evolved, so has the training and certifications necessary to effectively work in a forensic laboratory, and educational institutions have responded by developing academic programming to meet today's needs. This has resulted in a pool of appropriately trained and certified civilians who are prepared to work in a forensic laboratory, thereby eliminating the need to staff with licensed deputies who require the additional specialized training and certifications to qualify for forensic lab work. The Sheriff is requesting approval to convert a licensed deputy FTE to a civilian criminalist FTE position.

ACTION REQUESTED:

Approve Sheriff Olson's request to convert a licensed deputy FTE to a civilian criminalist FTE position.

FISCAL IMPACT: <input style="width: 80%;" type="text" value="Included in current budget"/> If "Other", specify: <input style="width: 70%;" type="text"/>	FUNDING County Dollars = <input style="width: 80%;" type="text"/> <input style="width: 80%;" type="text"/> Total <input style="width: 80%;" type="text" value="\$0.00"/>
FTE IMPACT: <input style="width: 80%;" type="text" value="Other staffing change (grade, classification, hours, etc.)"/>	

Related Financial/FTE Comments:

The requested 1:1 conversion, if approved, will maintain status quo of overall approved FTEs in the Sheriff's Office.

If approved, the criminalist position is anticipated to have a higher wage scale than a licensed deputy (AFSCME Criminalist @ \$23.77 - \$35.51 vs. LELS Deputy @ \$20.29 - \$29.71). There is no immediate budgetary impact because the current budget includes an FTE staffing the crime lab and any increase in wages is more than offset by vacancy savings. However, in the future, the Board will have to provide additional funding to maintain an employee in the higher wage classification.

Office use only:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Scott Janke - Home Extended Business Accessory Use (PH/E)

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Land Mgmt."/>	Meeting Date: <input type="text" value="9/4/2012"/>
Contact: <input type="text" value="Amanda Schwabe"/> Title: <input type="text" value="Associate Planner"/>	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 checked="" type="radio"/> Yes <input type="radio"/> No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

FILE #PZ20120027. The Planning Commission recommended approval of a Conditional Use Permit for a Home Extended Business Accessory Use (Scott Janke, Westward Boat Storage) to allow for light repair ("summerizing & winterizing") and outside storage of boats and jet-skis. Variance #PZ20120023 was issued on July 11th to allow the business to be located approximately 230 feet from a neighboring residence and it also allows for an outdoor storage area that would be considered part of the ongoing business operation. The business has been in operation at this location since 2005 and due to its success has outgrown the home office and indoor storage areas. The applicant is proposing screening around the operational area in the form of fencing and landscaping. Public Works, Environmental Services & the Building Official have reviewed the request. The Waconia Town Board recommended approval of the request at their May 29th regular meeting.

ACTION REQUESTED:

A motion to adopt Findings of Fact and issue Order #PZ20120027 for the issuance of a Conditional Use Permit.

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

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1321

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20120027

RESOLUTION #: 12-08

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

FILE #: PZ20120027

APPLICANT/OWNER: Scott Janke

FEE OWNER: Marilyn Dunlap

SITE ADDRESS: 12325 County Road 30, Waconia

PERMIT TYPE: Home Extended Business Accessory Use

PURSUANT TO: County Code, Chapter 152, Sections 152.073(M) & 152.079(C)(9)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 09-009-0200

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 21, 2012; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Scott Janke owns (Contract for Deed) an 18 acre parcel located in the Northeast Quarter (NE1/4) of section 9 of Waconia Township. The property is improved with a home/attached garage, a detached accessory structure and multiple agricultural accessory structures. The parcel is located in the Agriculture Zoning District, Shoreland Overlay District (Swan Lake) and CCWRMO – Carver Creek watershed.
2. Mr. Janke is requesting a Conditional Use Permit (CUP) for a Home Extended Business Accessory Use. The business, Westward Boat Storage, includes a workshop for light repair and maintenance, an office in a detached structure, and inside & outside storage areas for boats and jet skis.
3. On July 11, 2012, the Board of Adjustment approved a variance (Order #PZ20120023) that allows the business to be located approximately 230 feet from a neighboring residence. The variance also allows for an outdoor storage area that would be considered an ongoing component of the operation. The County Code typically requires a 500-foot setback from existing residences and does not allow for outdoor storage as a primary activity of the business.
4. Section 152.073(M) of the Zoning Code addresses seasonal storage activities in existing structures, and Section 152.079(C)(9) addresses the requirements for a Home Extended Business Accessory Use.
5. With the variance approval, the operation meets the minimum requirements for a Home Extended Business Accessory Use. Mr. Janke has owned and operated Westward Boat Storage as a home-based business since he and his wife purchased the property on a Contract for Deed in 2005. Since 2005, his boat repair (light engine repair & “summarizing or winterizing”) and boat storage operation has been very successful. It has outgrown the home office and indoor storage areas in the existing accessory structure and agricultural structures.
6. According to the operational plan submitted by the applicant, the light repair activities and indoor storage would continue to be conducted in the 120’ x 48’ detached accessory structure. Indoor storage would also continue in the 80’ x 30’ cattle barn. The attached 15’ x 30’ milk house has been converted into a private office space. In accordance with the variance, the applicant is requesting an approximate 180’ x 500’ area for the outdoor storage of up to 80 boats and jet skis.

7. The proposed outdoor storage area would be screened from County Road 30 and Polk Avenue by eight (8) to twelve (12) foot high fencing and landscaping. In addition to the outdoor storage area, six (6) parking spaces exist near the milk house and light repair building which would be utilized by the one (1) full-time employee (applicant's brother) as well as for drop-off/pick-up of boats/jet skis by appointment. The applicant primarily utilizes one 1-ton truck, a bobcat, and three boat trailers for the business.
8. Metro West Inspection Services (Building Inspector) has visited the site, and reviewed the operational plan, and has indicated that there are not any substantial Building Code concerns. If the operation expands in the future, and if there are employees or members of the public accessing the site, the Building Code requirements will need to be revisited. The applicant will need to obtain a mechanical/heating permit(s) for the existing heaters in the shop and/or office.
9. Carver County Environmental Services has reviewed the operational plan. A Hazardous Waste Generator's License will be required for the business due to the types of waste, fluids, and materials managed on-site.
10. A majority of the neighboring property owners have submitted letters of support for the request, including the closest property owner to the east (see attached). The existing residence to the east is approximately 230 feet from the proposed operational area, however, there appear to be only three (3) residences within 1,000 feet of the proposed operation.
11. No additional buildings, bathrooms or utilities are proposed. Customer access to the property is extremely limited and much of the operation is personal in nature. The applicant and his brother use the bathroom in the home. The existing septic system (SSTS) has a current Certificate of Compliance. Carver County Public Works reviewed the road access and the applicant's request and has expressed no safety concerns at this time. The hours of operation are fairly typical for a seasonal type of business, with no operations on Sundays.
12. The neighborhood is comprised of residences, agricultural land and two properties in close proximity with existing Conditional Use Permits that allow for activities with outdoor storage (Milfred Dalchow – Existing Contractor's Yard & Larry & Susan Goede – Goose Lake Auto Parts). The proposed outdoor storage area would be adequately screened by existing structures in addition to the proposed fencing along the perimeter of the storage area.
13. The Waconia Town Board reviewed the request at their May 29, 2012 Town Board meeting and recommended approval.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the issuance of the subject permit on the land described in Exhibit "A" of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

1. The permit is subject to administrative review. The Permittee shall maintain homestead status on the property. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible.
2. The operation shall be in accordance with the submitted operational & site plans (dated: 5/29/2012). These plans shall be attached to and become part of this permit. The operational area shall maintain a minimum setback of 230 feet from the residence to the east.
3. All outdoor storage and parking of recreational vehicles (boats & jet skis) shall occur within the parking areas identified on the approved site plan. The fencing shall be completed by December 1, 2012. Written consent from property owner to the west shall be submitted to the Land Management Department prior to issuance of any

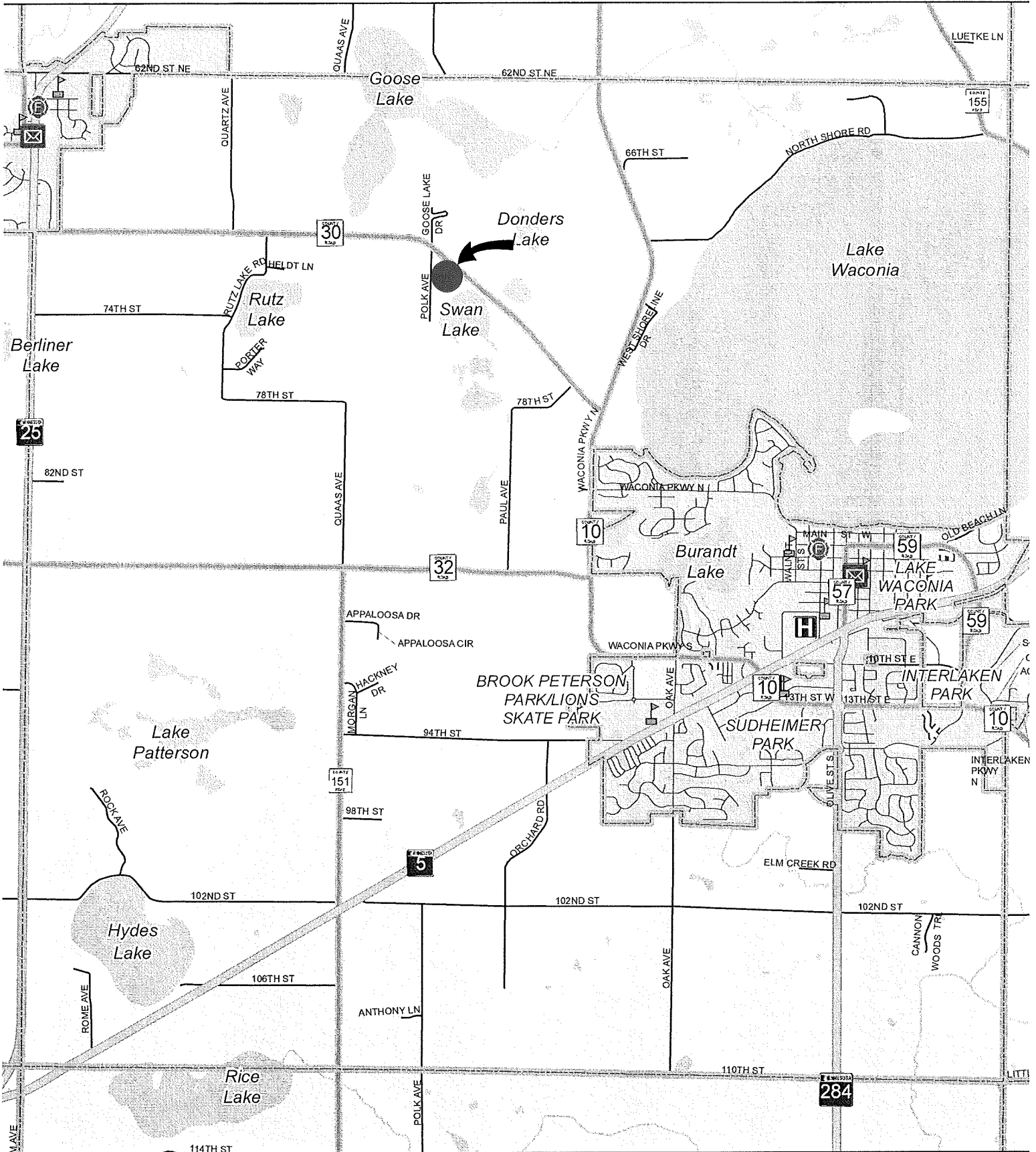
building permit(s) to construct fencing on the property line. The Landscaping shall be completed by May 15, 2013.

4. By October 1, 2012, Permittee shall obtain the appropriate mechanical/heating permit(s), building permit(s) for the fencing, and any other building permit(s) as required by the County's Building Official. Any expansion of the operation and/or other buildings associated with the operation in the future would require an additional or amended conditional use permit.
5. A maximum of two (2) business vehicles and two (2) employees that report to the site shall be permitted. Only one truck with capacity greater than one ton shall be allowed.
6. Permittee shall contact the Environmental Services (E.S.) Department within 30 days of the issuance of this conditional use permit to obtain a Hazardous Waste Generator's License for the business.
7. Permittee shall comply with the road access requirements, if any, as determined by the County Highway Department or the appropriate road authority if that changes in the future.
8. Permittee shall submit a Certificate of Workers' Compensation Insurance and/or proper affidavit to the Land Management Department.

ADOPTED by the Carver County Planning Commission this 21st day of August, 2012.

Ted Beise
Planning Commission Chair

WACONIA TOWNSHIP



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



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Map Created by Carver County GIS

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with City Hamburg - 2012 Bituminous Overlay Program

Primary Originating Division/Dept: <input type="text" value="Public Works - Engineering"/>	Meeting Date: <input type="text" value="9/4/2012"/>
Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Assistant County Engineer"/>	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:

BACKGROUND/JUSTIFICATION:

The 2012 County Road Overlay Program includes milling and bituminous resurfacing of CSAH 50 (Broadway Ave, Jacob St, Henrietta Ave, Park Ave.) in the City of Hamburg from the west city limits to the east city limits. The existing County/City agreements for maintenance of county state-aid highways within cities includes cost participation from the city for maintenance of the roadway surface. This agreement defines the roles, responsibilities and financial liabilities of the City and the County for completion of this project. The terms of this agreement are the standard terms used for all other cities in the county when completing bituminous resurfacing projects within a city.

ACTION REQUESTED:

Approve the joint powers agreement with the City of Hamburg and authorize the County Board Chair and County Administrator to sign the agreement.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$51,600.00"/> <input type="text"/> Total <input type="text" value="\$51,600.00"/>
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

Office use only:
 RBA 2012- 1303

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with the City of Norwood Young America - 2012 Bituminous Overlay Program

Primary Originating Division/Dept: <input type="text" value="Public Works - Engineering"/>	Meeting Date: <input type="text" value="9/4/2012"/> Item Type: Consent <input type="text"/>
Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Assistant County Engineer"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The 2012 County Road Overlay Program includes milling and bituminous resurfacing of CSAH 34 (1ST St NW, Central Ave. N, Main St E, 3rd Ave SE) from TH 5 to 2nd Street SE in the City of Norwood Young America. The existing County/City agreements for maintenance of county state-aid highways within cities includes cost participation from the city for maintenance of the roadway surface. This agreement defines the roles, responsibilities and financial liabilities of the City and the County for completion of this project. The terms of this agreement are the standard terms used for all other cities in the county when completing bituminous resurfacing projects within a city.

ACTION REQUESTED:

Approve the joint powers agreement with the City of Norwood Young America and authorize the County Board Chair and County Administrator to sign the agreement

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text" value="\$41,600.00"/> <input type="text"/> Total <input type="text" value="\$41,600.00"/>
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1306

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Accept donation of two Renaissance Festival tickets

Primary Originating Division/Dept:

Meeting

Date:

Item Type:

Contact: Title:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Renaissance Festival has given the Carver County Employee Club two free admission tickets in appreciation for offering discount tickets to employees. These tickets are valued at \$21.95 each. The request is for the Carver County Board of Commissioners to accept the donation. The Employee Club will hold a random drawing and post the winner on the Connection to distribute the tickets.

ACTION REQUESTED:

Request approval for donation acceptance of two Renaissance Festival tickets.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total **\$0.00**

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1330

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Resolution in recognition of the Chaska Herald's 150th Anniversary

Primary Originating Division/Dept: Administration (County)

Meeting

Date: 9/4/2012

Contact: Dave Hemze Title: County Administrator

Item Type:

Regular Session

Amount of Time Requested: 5 minutes

Presenter: Dave Hemze Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Board is being asked to adopt a Resolution in recognition of the Chaska Herald's 150th Anniversary.

ACTION REQUESTED:

Motion to adopt attached Resolution.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1329



CARVER COUNTY CHASKA HERALD DAY SEPTEMBER 4, 2012

Whereas, the first edition of the Weekly Valley Herald, forerunner of the Chaska Herald, was issued on September 4, 1862; and

Whereas, local newspapers are vital to their communities by focusing on local, personal and community stories and help citizens stay in touch with local issues; and

Whereas, the Chaska Herald has recorded the county's triumphs and heartaches; the substantial and the trivial. Whether it was a championship sports team, the New Town of Jonathan, the evolution of Chaska from a small village to a city of 23,700, devastating floods, soldiers who never made it home, the Herald has reported it all; and

Whereas, the Chaska Herald has endeavored to objectively cover local city, school and county government; and

Whereas, the Herald has existed for 150 years because of generous community support; and

Whereas, the Chaska Herald has served the community for the past 150 years; has served as a sounding board for residents thoughts and concerns and has kept residents informed and engaged;

Now, therefore, the Carver County Board of Commissioners recognizes and congratulates the Chaska Herald on their 150th anniversary and declares September 4, 2012, "Chaska Herald Day."

BOARD OF COMMISSIONERS

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

Carver County Board Chair

Carver County Board of Commissioners Request for Board Action



Agenda Item:

PH/E - Proclamation Declaring September "National Preparedness Month" in Carver County

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Emergency Mgmt."/>	Meeting Date: <input type="text" value="9/4/2012"/>
Contact: <input type="text" value="Ken Carlson"/> Title: <input type="text" value="Emergency Management Ma..."/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="5"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text" value="Ken Carlson"/> Title: <input type="text" value="Emergency Management Man..."/>	

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

National Preparedness Month was created by the Federal Emergency Management Agency (FEMA) in response to the tragic events of 9/11/2001 in order to educate the public on how to prepare for emergencies. Around this year's theme of **"Pledge to Prepare,"** the FEMA **Ready** campaign and our own **ReadyCarver** campaign we can encourage Carver County residents, businesses, and public agencies to become more resilient and better prepared to respond to and recover from emergencies.

ACTION REQUESTED:

Adopt the attached Proclamation.

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

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1286



PROCLAMATION

National Preparedness Month in Carver County-September 2012

WHEREAS, “National Preparedness Month” creates an important opportunity for every person of Carver County to prepare their families, homes, businesses, organizations and communities for any type of emergency including natural and accidental disasters and potential terrorist attacks; and

WHEREAS, investing in the emergency preparedness of ourselves, our families and homes, businesses, organizations and communities can reduce human and economic devastation in our County, State and in our Nation; and

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

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

WHEREAS, all persons and organizations in Carver County are encouraged to participate in emergency preparedness activities and asked to review the local ReadyCarver websites at www.ReadyCarver.org or www.ListoCarver.org (in Spanish) or the FEMA *Ready* campaign websites at www.Ready.gov or www.Listo.gov (in Spanish) and become more prepared.

THEREFORE, BE IT RESOLVED that we **Carver County Board of Commissioners** do hereby acknowledge the month of September 2012 as National Preparedness Month in Carver County, and encourage all individuals, families, organizations and businesses to develop or update their own emergency preparedness plan, and work together toward creating a more prepared County.

Carver County Board of Commissioners

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

Carver County Board Chair

Date: _____

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approve a County 2013 Preliminary Levy and Budget

Primary Originating Division/Dept: <input type="text" value="Administration (County)"/>	Meeting Date: <input type="text" value="9/4/2012"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Finance Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="30"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text" value="David Hemze and David Fris..."/> Title: <input type="text" value="County Administrator and Fina..."/>	
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

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

The 2013 Budget process began at a May 8th, 2012 Board workshop where the County Board directed staff to implement the Administrator's Recommended 2013 Budget Strategy to:

- Decrease the 2013 tax levy impact on the average value home.
- Capture the tax base from new construction to fund capital projects.
- Identify \$500K in levy savings to offset moderate wage and benefit increases for 2013.
- Flat-line non-personnel spending compared to the 2012 Budget.
- Roll forward the 2013 capital projects and the facilities, vehicles and equipment (FVE) replacement list from the 2013 LTFP into the 2013 Budget.
- Roll forward the 2014 and beyond capital projects and FVE list from the 2013 LTFP to the 2014 LTFP.

During July, Division Directors presented their 2013 budget requests at budget hearings.

On September 4th, the Board will be asked to adopt a 2013 preliminary property tax levy. By September 15th, State law requires that the County Board adopt a 2013 preliminary property tax levy to finance 2013 County operations and capital projects. The final property tax levy, adopted in December, can be lower than the preliminary levy but not higher.

In December, the County Board will hold a public hearing and adopt the 2013 Tax Levy and Budget and the 2014 Long Term Financial Plan.

ACTION REQUESTED:

Motion to adopt the County Administrator's recommended 2013 preliminary property tax levy of \$45,629,720 with a total 2013 budget of \$88,542,661 and set the 2013 Budget Public Hearing for Thursday December 6th at 6:00 pm

FISCAL IMPACT: <input type="text" value="Other"/>	FUNDING
If "Other", specify: <input type="text"/>	

FTE IMPACT: Increase budgeted staff	County Dollars =	
	Total	\$0.00

Related Financial/FTE Comments:
 Consistent with County Board direction, the Administrator's recommended 2013 preliminary levy would decrease the county's tax impact on the average value home. Fiscal and FTE impacts are outlined in the attached County Administrator's Recommended 2013 Budget and 2014 LTFP.

Office use only:
 RBA 2012- 1331

Budget Overview

Administrator's Budget Message

This County Administrator's 2013 Preliminary Recommended Budget applies prioritized resources to fund Carver County services. The recommendations included in this document reflect the continued difficult economic times being experienced locally in Carver County, as well as nationally and internationally.

The County Board directed that the County's 2013 tax impact on the average-value home decrease, which will be the eight year in a row that the County's average-value home will pay less in County taxes compared to the previous year. This recommendation limits the 2013 levy increase to only capturing new construction tax base. This will increase the 2013 levy by \$850,000 (1.9%) to \$45,629,720 compared to the 2012 property tax levy of \$44,779,720. The recommendation allocates 100% of the 2013 levy increase to fund capital projects.

On the operating cost side, maintaining the same general level of services in 2013 is estimated to cost an additional \$500,000. This recommendation proposes offsetting \$500,000 in tax levy cuts and new revenue along with flat-lining all other operating costs.

The County Board plans to hold a public hearing on the 2013 Budget on December 6, 2012. The Board is expected to adopt the final 2013 levy and budget on Tuesday, December 11, 2012. The 2013 Budget Book will provide a broad overview of historical budget trends and 2013 budget recommendations and narrative summaries for all county divisions and departments, elected officials, and programs and services that receive financial support from the County.

The Board is also expected to approve the 2014 Long-Term Financial Plan on December 11, 2012. The County uses the Long-Term Financial Plans along with the Annual Budget to connect financial strategies to the County's short-term and long-term strategic goals and objectives. The County began using long-term financial planning in 2008 primarily to establish a roadmap for funding significant road and building projects in the future. Over the years, funding future significant operating cost drivers such as health insurance and building security have also been addressed in the Long-Term Financial Plan. The 2014 Long-Term Financial Plan focuses on the four areas that will significantly impact future Property Tax Levies and Budgets: Capital Improvement Plans; Facilities, Vehicles and Equipment Replacements; Bonding & Debt Service; and Operating Budget Financial Challenges. It will be used as a strategy planning tool to fund significant operating challenges and capital projects beyond the 2013 Budget.

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

Budget Summary

The 2013 Preliminary Budget totals \$88,542,661 which is a decrease of \$8.7 million from the 2012 Budget.

2012-2013 Budget Comparison		
Revenue	2012 Budget	2013 Budget
Taxes & Penalties	46,581,767	47,426,767
Licenses & Permits	723,760	714,760
Intergovernmental	27,442,648	23,044,735
Charges for Services	11,278,583	10,975,020
Fines & Forfeitures	250,933	240,834
Investment Earnings	2,282,607	2,197,423
Other Revenues	3,315,402	3,943,122
Total Revenues	91,875,700	88,542,661
Expenditures		
Public Assistance	4,992,011	4,581,935
Personal Services	51,885,886	52,342,847
Services & Charges	9,866,591	9,902,790
Material & Supplies	4,001,601	3,957,232
Capital Outlay	20,737,365	11,700,609
Debt Services	4,421,021	4,554,175
Other Expenses	(34,405)	42,871
Transfers	1,410,978	1,460,202
Total Expenditures	97,281,048	88,542,661
Capital Reserves Used	5,405,348	-

This chart compares the revenue and expenditure amounts for 2012 and 2013. The most significant change in the 2013 Budget is in Capital Outlay. This is primarily due to a decrease in Road and Bridge Capital Improvement Projects in 2012 that were funded by one-time turnback funds from the State that were received in 2009, federal grants, and unspent funds from the 2008A bond issue that were used for Road and Bridge CIP projects. Thus, the Capital Outlay decrease did not have an impact on the County's tax levy.

The budget process did, however, require spending cuts in other areas. Staff identified approximately \$500,000 in levy savings and revenue increases for the 2013 Budget.

See Attachment A for a summary of the recommended \$500,000 in levy savings and revenue increases and Attachment B for staffing changes.

Budget Strategies

In addition to decreasing taxes on the average-value home, the 2013 Budget was developed using the following strategies set by the County Board:

- **Fund new FTEs without increasing the property tax levy:**

The County Administrator's recommended 2013 Budget proposes a 3.02 increase in FTEs. However, the net impact on the County's tax levy from staffing changes in the 2013 Budget is a decrease of more than \$70,000 due to offsetting levy savings in other areas of the budget and revenue increases. See Attachment B for these Staffing Changes list.

- **Capture the Tax Base from New Construction for Capital Projects:**

The County Administrator's Recommended 2013 Tax Levy increases by \$850,000 (1.9%) compared to the 2012 Levy. This increase captures the new tax base from new construction to fund the following capital projects:

- \$425,000 Debt Service for Road/Bridge Projects funded by a 2014 Bond Sale (for example, Highways 101 and 61 Project)
- \$150,000 Debt Service for Engler Blvd. Project
- \$275,000 shift of CPA funds from general operations to fund capital projects in the County's three Capital Improvement Plans.

See Attachment C for this new Capital Projects list.

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

The 2013 Budget maintains a capital replacement budget funded by the tax levy of \$1.43 million to pay for the replacement of facilities, vehicles and equipment. This amount was the same for the 2012 Budget *See Attachment D for this replacement schedule.*

- **Become more efficient and effective as an organization.**

Two Divisions are proposing reorganizations to realign their operations to respond to current and future service demands:

- The increased cost for the Public Works reorganization will be offset by levy savings and revenue increases. *See Attachment E for more information on the proposed Public Works reorganization.*
- The Community Social Services reorganization will result in a tax levy savings. *See Attachment B for more information on the levy impact for these proposed reorganizations.*

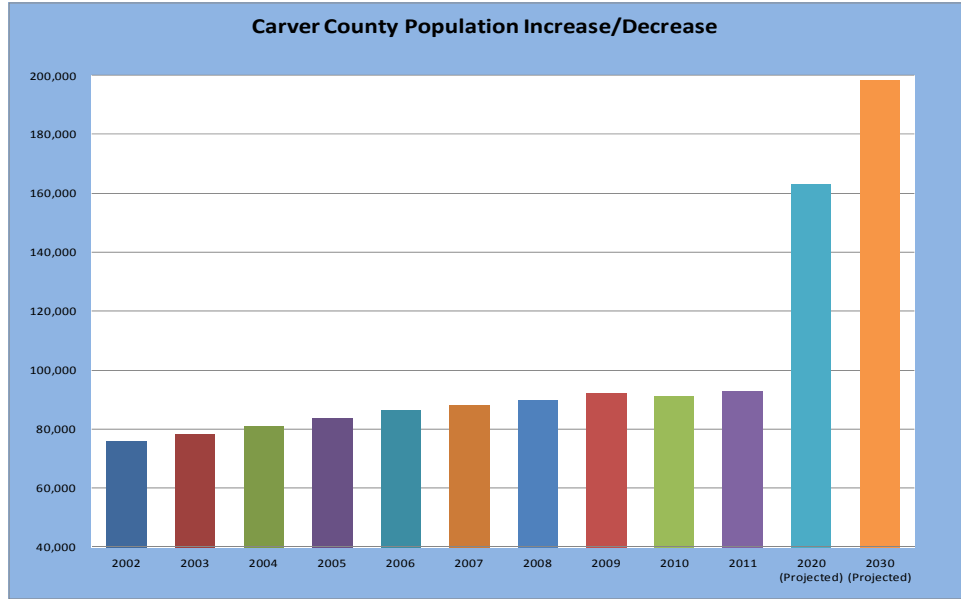
Trend Data

The following are key historical trends that were used to form the foundation of the 2013 Budget.

Population: Out of 87 counties in Minnesota, Carver County's estimated 2011 population of 92,638 is the 11th highest. Over the last decade Carver County had the fourth highest rate of population growth in the state at 22.5% adding a total of 17,018 residents. Carver County's population growth is expected to continue into the future.

The following shows the 2002-2009 and 2011 U.S. Census Bureau's population estimates as well as the 2010 Census populations. Based on the 2000 Census figures, the Metropolitan Council projects Carver County's population to increase to 198,500 by 2030, which would be a 114% increase from the 2011 Census estimate.

Year	Population
2002	75,653
2003	78,343
2004	80,963
2005	83,882
2006	86,271
2007	88,096
2008	90,043
2009	92,107
2010	91,042
2011	92,638
2020	162,880 <i>(Projected)</i>
2030	198,500 <i>(Projected)</i>

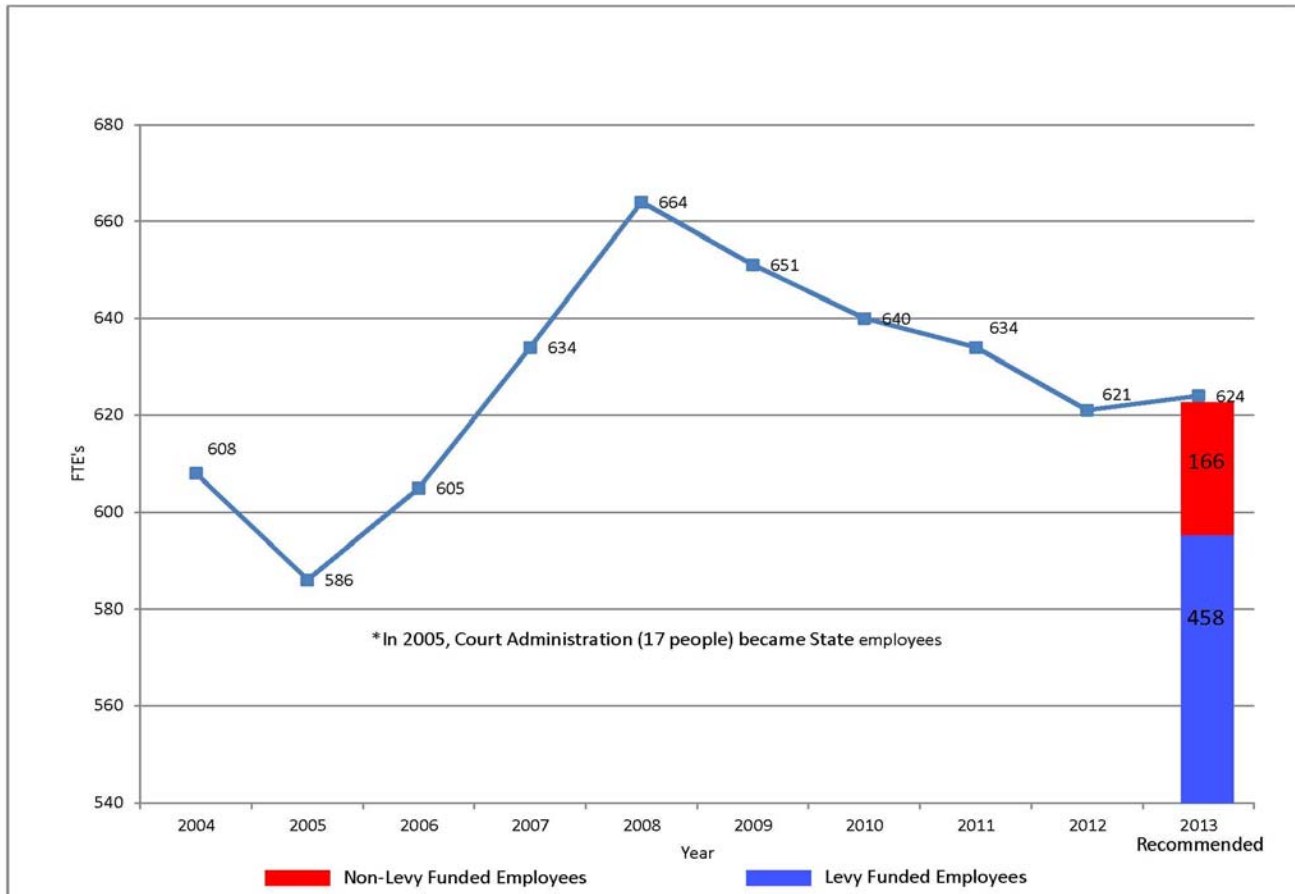


Population growth is the biggest factor related to service demand pressure for Carver County. Significant growth increases the need for public investment in infrastructure and impacts service delivery for government entities.

In addition to overall population growth, Carver County’s aging population is expected to impact the type and number of services that will need to be provided in the future. The population of County residents age 65 and older is expected to constitute about 16.4 percent of the total County population in 2030, up from 8.7 percent in 2011.

County Employees: As the County has grown in population over the past decade, the number of employees needed to meet service demands has also increased. The following chart shows the changes in the number of County employees in the past decade. The graph also provides the number of Full-Time Equivalent (FTE) employee positions that are funded by levy and non-levy funding sources. Based on the 2013 budget figures, it is estimated that 26.6% of FTEs will be funded by other sources of revenue that the County has identified to help lower the need to use levy funds. Some of the other revenue sources include: contract revenue, fees for services, and grants.

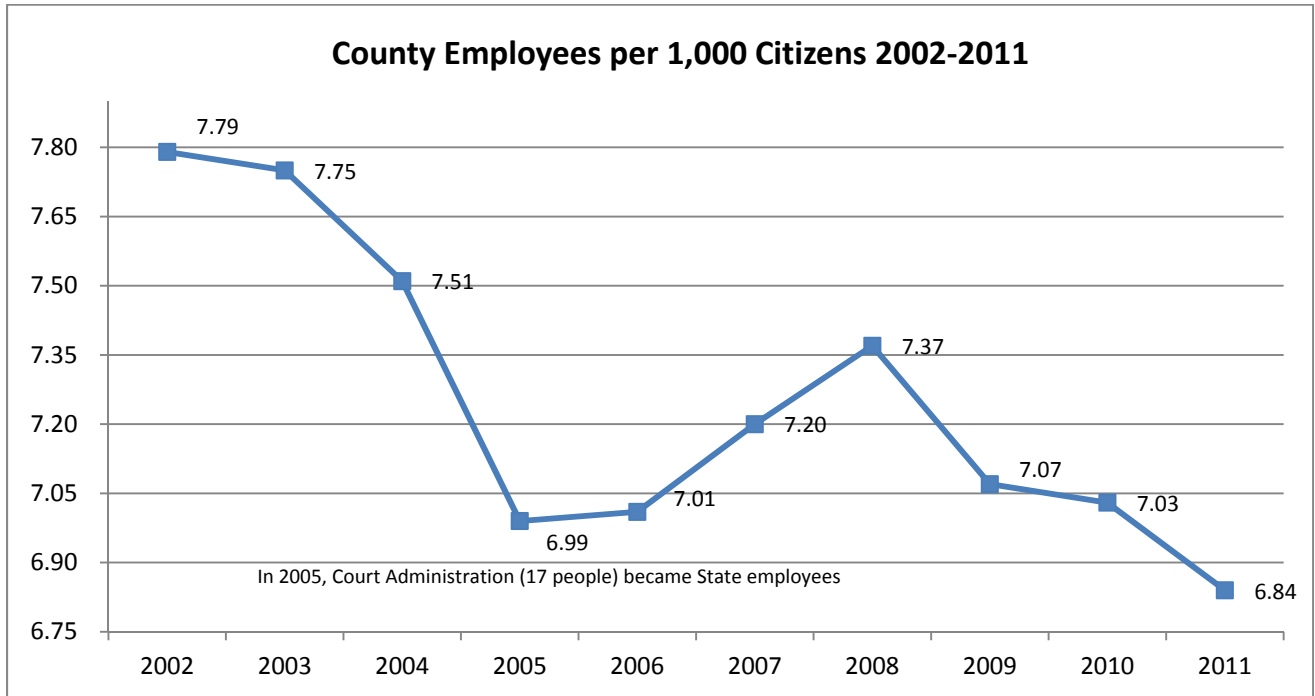
Total Number of County Full-Time Equivalent Positions 2004-2013



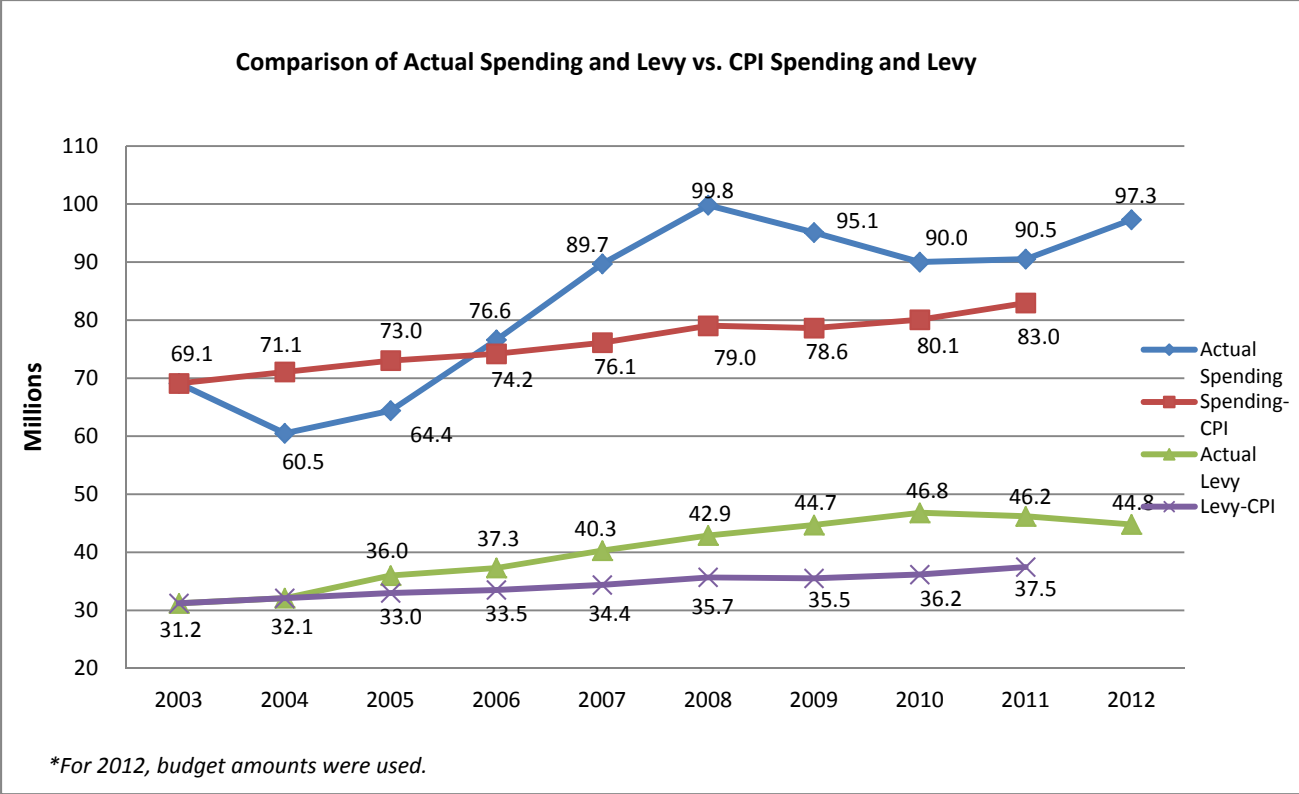
The total number of Full-Time Equivalent (FTE) employee positions was 664 in 2008. Budget adjustments made due the loss of state aid has resulted in a loss of 40 FTE employee positions over the past five years. The 2013 recommended budget proposes an increase of 3.02 FTEs from the 2012 FTE count to a total of 624 FTE positions according to Attachment B. While the chart shows additional levy funded positions for 2013, offsetting budget cuts and revenue increases result in a net tax levy savings from 2013 staffing changes of more than \$70,000. *See Attachment B for the Staffing Changes list.*

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

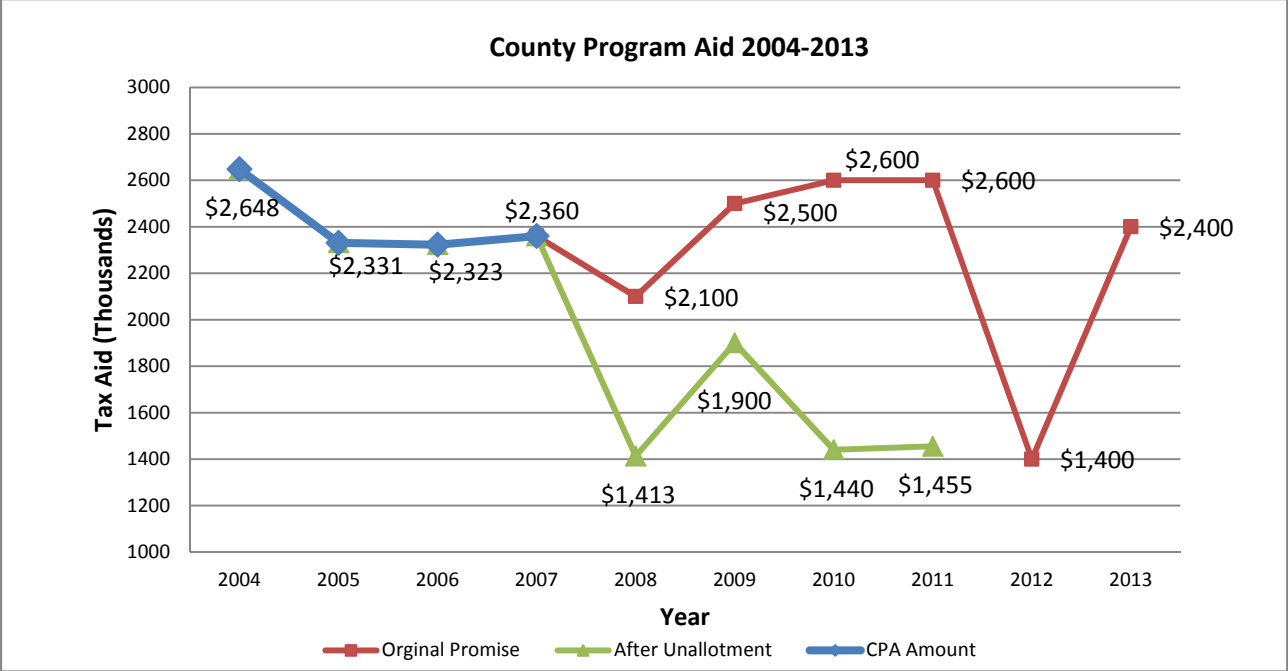
The following chart shows the fluctuation in the number of employees per 1,000 citizens. It has gone from a high of 7.79 employees per 1,000 citizens in 2002 to a low of 6.84 in 2011. Since 2008 there has been a steady decrease in the number of employees per 1,000 citizens as a result of continual improvement in efficiencies gained through investments in technology and division reorganizations.



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



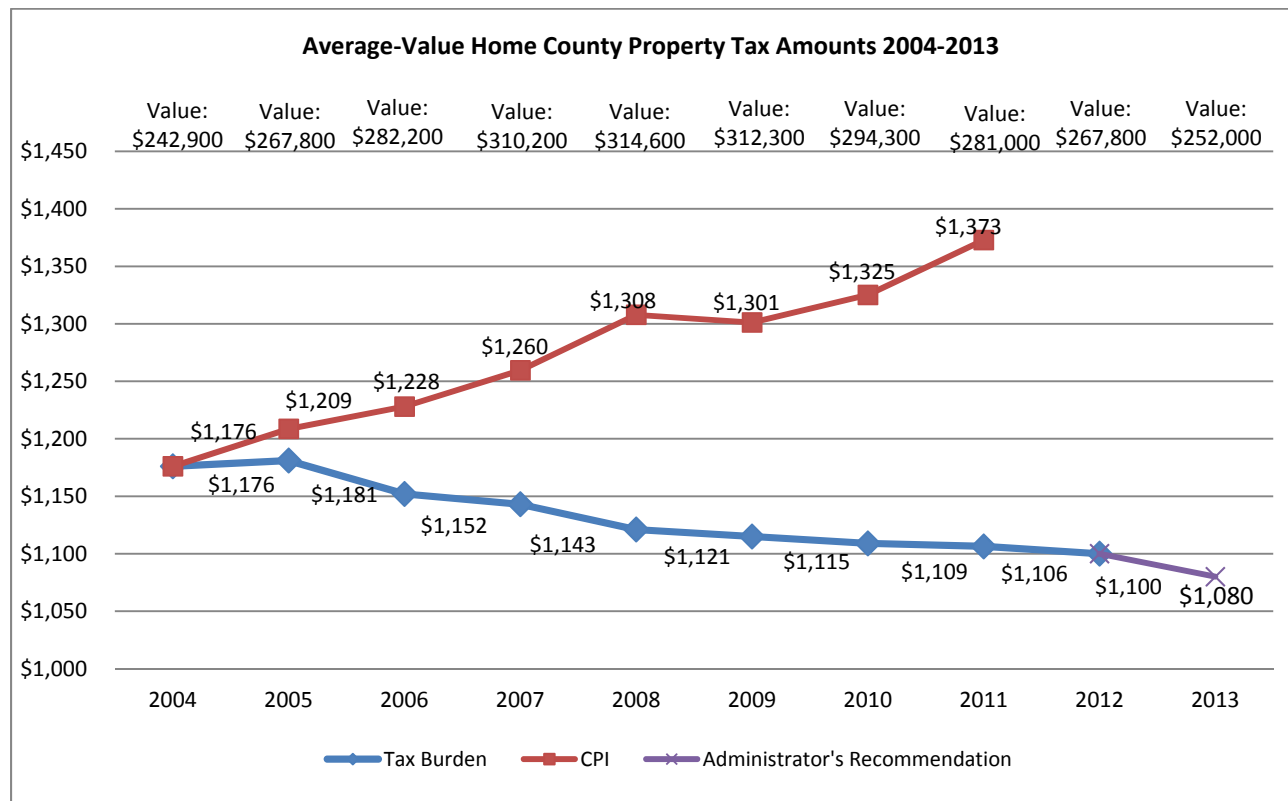
State Aid - County Program Aid and Market Value Homestead Credit: As the following chart indicates, Carver County experienced a significant loss in County Program Aid (CPA) from the State of Minnesota from 2004 to 2013.



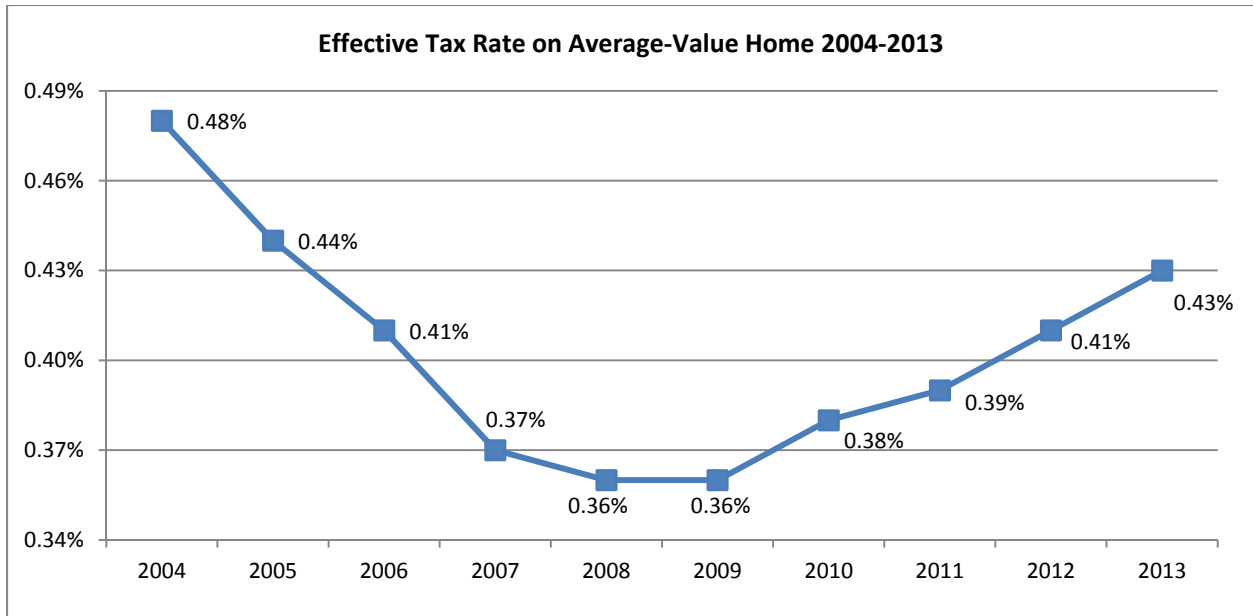
In the 2013 budget, the State has promised to pay \$2.4 million; however, the final amount actually received is far from certain given the continued fiscal pressure on the State's budget. It is planned that approximately \$1.1 million will be used in the operating budget and any additional amount will be go back into the CIP funds for capital improvement projects.

Property Taxation: The Board has continued its strategy of setting the levy to decrease the County's tax-impact on an average-value home. The value of the average home in Carver County decreased from \$267,800 in 2012 to \$252,000 in 2013. The County's portion of the total property tax bill on an average-value home will decrease slightly from \$1,100 in 2012 to \$1,080 in 2013.

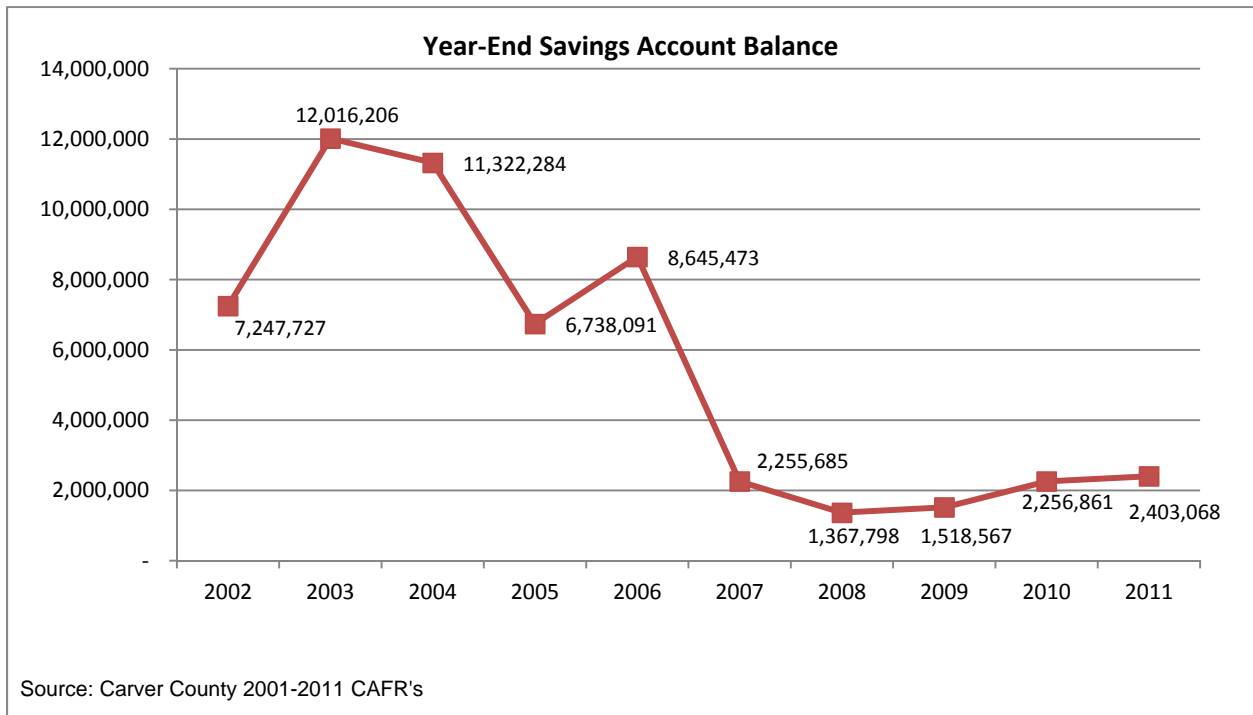
The following chart shows the changes in average home values and taxes from 2004 to 2013. It also shows how the average home's property tax has continually decreased compared to Consumer Price Index (CPI), which has grown over the past several years.



Effective Tax Rate: The effective tax rate is the percentage of market value a homeowner is paying in property taxes. It is calculated by taking the home's market value and dividing it by the tax. The rapid pace of rising home values and the relatively modest rate of tax increases by the County resulted in a decreasing effective tax rate over the past decade. The upward movement on this trend reflects the decreasing valuation of homes that began in 2009.



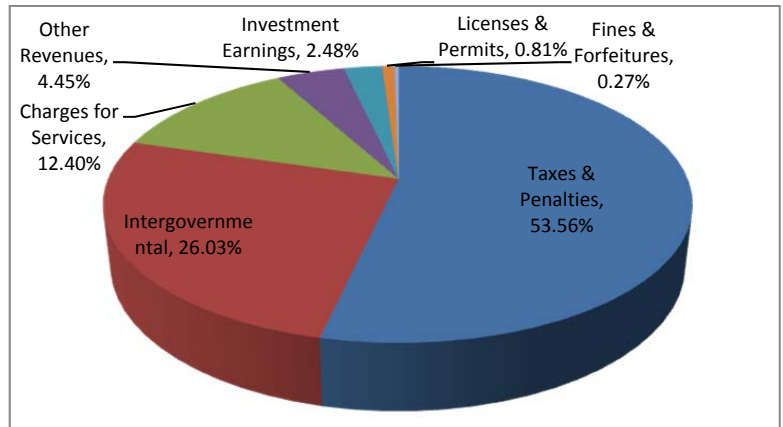
Year-End Savings Account: The Year-End Savings (YES) Account designates up to 5 percent of the County’s reserves for future unknowns such as emergencies, disasters, capital projects, and intergovernmental funding cuts. The YES Account’s balance over the past decade was approximately \$5.6 million. Significant decreases in the YES Account from 2003 to 2008 were the result of planned Board-approved transfers to pay for one-time capital projects and land acquisitions. The YES account balance for year-end 2011 was \$2,403,068. Based on current projections, it is estimated the YES account balance at year-end 2012 will remain around \$2.4 million. The following chart shows the trend in this account’s balance.



Revenues

The 2013 Budget totals \$88,542,661 in revenues, which is a decrease of \$3,333,039 compared to the 2012 budget. The following lists the sources of revenues for 2013, and the chart shows percentage of the total associated with each revenue amount.

2013 Budget Revenue	
Taxes & Penalties	47,426,767
Intergovernmental	23,044,735
Charges for Services	10,975,020
Other Revenues	3,943,122
Investment Earnings	2,197,423
Licenses & Permits	714,760
Fines & Forfeitures	240,834
Total Revenues	88,542,661



Taxes and Penalties: The Certified Property Tax Levy is the primary funding source for the County budget, and the source of revenue the County has the most control over. The 2013 Budget includes the amount of property taxes levied for the year and penalties.

Each year, the levy request is determined by first applying all other funding sources against the costs for the budget year and then determining the amount needed to cover remaining costs. Once established, property tax amounts cannot be adjusted upward during the year.

The County Administrator's recommended total combined levy of \$45,629,720 for 2013 is an increase of 1.9%, or \$850,000, from the 2012 levy. 100% of the 2013 levy increase is allocated to fund capital projects. Revenues from the property tax levy will constitute approximately 53.56% of all county revenues for 2013.

2013 Property Tax Levy

General Fund	\$28,694,615
Road and Bridge Fund	4,043,585
Community Social Services Fund	7,002,345
Buildings Capital Improvement Fund	100,000
Road & Bridge Capital Improvement Fund	1,500,000
Parks and Trails Capital Improvement Fund	50,000
Debt Services Fund	4,116,175
Unestad Tax Abatement	123,000
Total Levy County	\$45,629,720
Carver Watershed Management Organization	\$ 524,984
Total Combined Levy	\$46,154,704

The increase in the tax levy is the end-result of a 2013 Budget Strategy adopted by the County Board of Commissioners in May 2012. The County's portion of the total property tax bill on average-value homes will decrease slightly for 2013.

Intergovernmental and Other Revenues: Intergovernmental funding, which decreased by \$4,397,913 from the 2012 Budget to the 2013 Budget, and the Other Revenues category are also major sources of revenue for the County.

Intergovernmental funding refers to funding from other governmental units at the federal, state and local level in the form of grants, program aids, entitlements, shared revenues, payments in lieu of taxes, and reimbursements for performance of specific functions or services. It also includes voluntary non-exchange transactions that result from legislative or contractual agreements such as grants, entitlements, appropriations and donations. Tax credits paid by the state are included in intergovernmental revenues. Intergovernmental funding decreased from \$27,442,648 in 2012 to \$23,044,735 in 2013 due primarily to decreases in federal and state funding for 2013 Road and Bridge project.

The Other Revenues category totals \$3,943,122. It includes gifts and donations, miscellaneous revenue from contracts, and transfers between funds.

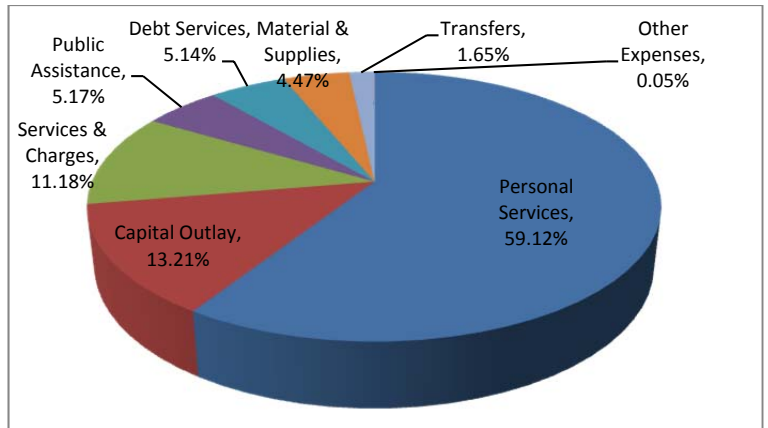
Charges for Services: The third-highest revenue source comes from Charges for Services, which totals \$10,975,020 in the 2013 Budget, a decrease of \$303,563 from 2012. This revenue category refers to the County's acquisition of revenue from the professional services the County provides for a fee and other services and charges covered in its Fee-for-Service Schedule.

Investment Earnings: The revenue from investment earnings is budgeted at \$2,197,423 in 2013, compared to \$2,282,607 in 2012. This decrease of \$85,184 in investment earnings is the result of decreasing interest rates.

Expenditures

The 2013 Budget totals \$88,542,661 in expenditures, which is a decrease of \$8,738,387 compared to the 2012 budget. Fewer capital projects in 2013 funded by non-tax levy dollars is the primary reason for the decreased 2013 Budget. The following lists the expenditures for 2013, and the chart shows the percentage of the total expenditure associated with each category.

2013 Budget Expenditures	
Personal Services	52,342,847
Capital Outlay	11,700,609
Services & Charges	9,902,790
Public Assistance	4,581,935
Debt Services	4,554,175
Material & Supplies	3,957,232
Transfers	1,460,202
Other Expenses	42,871
Total Expenditures	88,542,661



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

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

The budgeted amount for personal services for 2013 is \$52,342,847, which is an increase of \$456,961 from the 2012 budgeted amount of \$51,885,886. The 2013 Budget include moderate salary and benefit increases which were offset by levy savings and revenue increases.

After years of seeing health insurance costs increase at a rate much higher than inflation, the County’s health insurance premiums had a relatively small 4% increase for 2011 and an actual decrease for 2012. This improvement is attributed, in part, to a strategy that is moving employees away from a legacy high-cost health insurance plan to less expensive consumer-driven health insurance plans. The 2013 Budget continues this positive trend with no increase in the County’s contribution to employee health insurance premiums.

Conference and Training: The 2013 Budget includes \$377,658 for conference and training for County staff development. *See Attachment F for a listing of conference and training for each County division.*

Capital Outlay: The County’s second highest expenditure category is \$11,700,609 for capital improvements. A number of capital projects are included in the 2013 Budget, most of which have off-setting cost savings, intergovernmental reimbursements, and sources of funds other than property taxes. *See Attachment C on Capital Projects and Attachment D on Replacement of Facilities, Vehicles, and Equipment expenses, for listings of expenditures that are included under Capital Outlay.*

Public Assistance: The 2013 Budget includes \$4,581,935 for Public Assistance. In terms of expenditures for specific County functions, expenditures for Human Services (which includes Public Assistance) consume the most dollars in comparison to other services provided by the

County. The amount budgeted for Public Assistance in 2013 is \$410,076 less than the 2012 budget.

Debt Services: The principal and interest accumulated on the Debt Service Fund is used to retire debt and is another major component of County expenditures. In the 2013 Budget, \$4,554,175 is being budgeted for Debt Services, which is an increase of \$533,154 from the previous year. This is due to principal payments starting in 2013 the 2012A Engler Boulevard Project bond sale.

2013 Recommended Levy Adjustments - Attachment A

Division	Department	Item	Levy Savings	Effective Date/Impact
CSS	CSS	OPEB Federal Reimbursement	\$40,000	Allocating OPEB in personnel services budget and using OPEB Trust allows for Federal Reimbursement
Court Services	Court Services	Increased Court Fees	\$10,000	Favorable trend due to fee increases, new STS contract and effective collection efforts
Employee Relations	Employee Relations	Unemployment Compensation	\$100,000	Budget for unemployment compensation not needed due to 2013 Budget proposing only one lay-off
Court Services	Court Services	Juvenile Placements	\$75,000	Reflects favorable downward trend from effective best practices
Public Works	Public Works	Road Salt	\$30,000	Reflects favorable downward trend due to best practices
Sheriff's Office	Admin & Jail	Police State Aid and Inmate Jail revenues	\$100,000	Reflects favorable 3-year average trends
Administrative Services	Library	Office equipment and Non-capitalized capital	\$25,000	Consolidate and reduce non-capitalized capital line items
Public Health & Environment	Public Health	Vacant FTEs	\$70,000	Eliminate vacant .5 Adm Asst (\$24K) and .5 PH nurse (\$46K)
Taxpayer Services	Taxpayer Services	Revenue and various expenses	\$50,000	State approved License Center fee increases and consolidate and reduce various expenditure line items due to favorable trends
GRAND TOTAL =			\$500,000	

Attachment B: Staffing Changes

Division/Department	Division Requested FTE's	Administrator Recommended FTE's Changes	Position	Requested Gross Levy (\$)	Division Requested Net Levy (\$)	Administrator Recommended Net Levy (\$)
Requested for 2013:						
Restructuring - Reorganization & Changes in Hours						
Court Services	1.00		Court Services Agent I	\$ 58,042	\$ - *	\$ -
Court Services	0.50		Collections Officer	21,888	- *	-
Library Services	0.05		Administrative Assistant	8,182	8,182	8,182
Library Services	(0.85)		Library Assistant	(27,111)	(27,111)	(27,111)
Library Services	0.50		Library Technology Assistant	21,828	21,828	21,828
Attorney's Office	0.32		Law Clerk	14,127	- *	-
Public Health & Environme	(1.00)		Data Program Coordinator	(69,698)	(69,698)	(69,698)
Public Health & Environme	1.00		Planner	70,264	70,264	70,264
Public Health & Environme	(0.50)		PHN-Public Health Nurse	(46,088)	(46,088)	(46,088)
Public Health & Environme	(0.50)		Administrative Assistant	(23,490)	(23,490)	(23,490)
Sheriff's Office	1.00		Civilian Criminalist	65,085	61,360 *	61,360
Sheriff's Office	(1.00)		Deputy Sheriff	(61,360)	(61,360)	(61,360)
Social Services	0.50		Re-organization	(4,142)	(4,142) **	(4,142)
Public Works	2.00		Re-organization	168,000	- *	-
Subtotal	3.02	0.00		\$ 195,527	\$ (70,255)	\$ (70,255)
Totals	3.02	0.00		\$ 195,527	\$ (70,255)	\$ (70,255)

* Costs have been offset by changes in other areas of the budget

** reflects net costs balanced out with revenue changes

Attachment C: Capital Projects by Fund for 2013

DEPT.	CIP #	DESCRIPTION	2012	2013	2013	Inc./Dec
			Adopted	Requested	Recommended	
Parks & Trails Capital Improvements						
		Local Contribution for Advanced Funded Park Land Acquisitions (Levy)	50,000	50,000	50,000	-
		TBD Park & Trail Projects (25% of CPA not allocated to operating budget)	-	68,750	68,750	(68,750)
526-001		Dakota Trail Phase II (CCRRA Transfer)	170,000	-	-	170,000
		Dakota Trail Phase II Construction (Federal Grant)	1,000,000	-	-	1,000,000
		Dakota Trail Phase II Trail Head (TBD)	50,000	-	-	50,000
		Dakota Rail Regional Trail Connection to CSAH 10 (Local grant)	192,000	-	-	192,000
		Southwest Regional Trail (Chaska / Victoria trail) Park & Trails Fund		141,360	141,360	(141,360)
		Southwest Regional Trail (Chaska / Victoria trail) Federal		436,640	436,640	(436,640)
		Southwest Regional Trail (Chaska / Victoria trail) Municipal Participation		48,000	48,000	(48,000)
		34-520-XXX-XXXX-6610	1,462,000	744,750	744,750	717,250
Fund #34 Total	34-XXX-XXX-XXXX-66XX		1,462,000	744,750	744,750	717,250
Levy Dollars - Fund #34			50,000	50,000	50,000	-

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

		Mayer library lockers (2011 State CPA)	30,000	-	-	(30,000)
974-01		Watertown Library remodel (2011 State CPA)	50,000	-	-	(50,000)
		Data and Phone Cabling Needs - County Facilities (2011 State CPA)	100,000	-	-	(100,000)
		Building Security Projects (Levy)	-	100,000	100,000	100,000
		TBD Building Projects (25% of CPA not allocated to operating budget)	-	68,750	68,750	68,750
		30-XXX-XXX-XXXX-6630	180,000	168,750	168,750	(11,250)
Fund #30 Total	30-XXX-XXX-XXXX-66XX		180,000	168,750	168,750	(11,250)
Levy Dollars - Fund #30			-	100,000	100,000	-

Regional Rail Authority Right-of Way Capital Improvements

		U P Line Response Action Plan and Stewardship (Levy)	45,000	-	-	(45,000)
		Transfer to Park & Trail for Dakota Rail Line (Levy)	70,000	-	-	(70,000)
		Transfer to Park & Trail for Dakota Rail Line (Reserves)	100,000	-	-	(100,000)
		Dakota Rail Line Stewardship (Levy)	5,000	-	-	(5,000)
		TBD Regional Rail Authority Projects (Levy) (Reduce for 2013 by PT FTE)	-	74,000	74,000	74,000
		15-XXX-XXX-XXXX-6630	220,000	74,000	74,000	(146,000)
Fund #30 Total	30-XXX-XXX-XXXX-66XX		220,000	74,000	74,000	(146,000)
Levy Dollars - Fund #15			120,000	74,000	120,000	-

Attachment C: Capital Projects by Fund for 2013

DEPT.	CIP #	DESCRIPTION	2012	2013	2013	Inc./Dec
			Adopted	Requested	Recommended	
Road & Bridge Capital Improvements						
Highway Maintenance						
	305-032	Sign Replacement Project ('10 State Aid/'11 - '13 County Levy)	125,000	125,000	125,000	-
		03-304-000-0000-6520	125,000	125,000	125,000	-
Professional Services						
	307-027	CSAH 11 at TH 7 Roundabout (State Aid Regular)	50,000	-	-	(50,000)
	307-022	CSAH 61 Improvements (Fund Balance)	24,000	-	-	(24,000)
	307-022	CSAH 61 Improvements (Municipal / State Participation)	350,000	-	-	(350,000)
	307-033	CSAH 14, SAP 010-614-007 (Fund Balance)	40,000	-	-	(40,000)
	307-034	TH101 Reconstruction Turnback (Municipal / State Participation)	150,000	-	-	(150,000)
	307-035	TH212 NYA To Cologne (Federal)	1,324,650	-	-	(1,324,650)
	307-035	TH212 NYA To Cologne (Municipal / State Participation)	166,000	-	-	(166,000)
	307-035	TH212 NYA To Cologne (Fund Balance)	166,000	-	-	(166,000)
	307-005	CSAH 10 Bridge #5882 (State Aid Municipal)	-	-	-	-
	307-007	CSAH 30 Bridge #7118 (State Aid Regular)	100,000	-	-	(100,000)
	307-008	CSAH 40 Bridge #4655 (State Aid Regular)	70,500	-	-	(70,500)
	307-009	CSAH 41 Bridge #2784 (State Aid Regular)	70,500	-	-	(70,500)
	307-010	CSAH 43 Bridge #10501 (State Aid Regular)	70,500	-	-	(70,500)
	307-036	CSAH 30 and 33 New Germany Utility Replacement (State Aid Municipal)	543,000	-	-	(543,000)
	307-8637	CSAH 18 Reconstruction (TH41 to Galpin) (State Aid Regular)	-	221,250	221,250	221,250
	307-8637	CSAH 18 Reconstruction (TH41 to Galpin) (Municipal / State)	-	221,250	221,250	221,250
	307-050	CSAH 50 1.3 M West CSAH 40 (State Aid Regular)	50,000	-	-	(50,000)
	307-8690	Carver Bridge #L2526 Replacement (Municipal / State)	-	100,000	100,000	100,000
	307-8701	CSAH 61 TB Improvements (TH101 to East County Line) (Municipal / State)	-	582,137	582,137	582,137
	307-8701	CSAH 61 TB Improvements (TH101 to East County Line) (County Other)	-	145,534	145,534	145,534
	307-8705	CSAH 61 Reconstruction "Y" Intersection Area (Municipal / State)	-	544,000	544,000	544,000
	307-8705	CSAH 61 Reconstruction "Y" Intersection Area (County Other)	-	136,000	136,000	136,000
		32-307-000-0000-6680	3,175,150	1,950,171	1,950,171	(1,224,979)
Construction						
	307-001	CSAH 11 (TH212 to CSAH 10) State Aid Regular	513,461	-	-	(513,461)
	307-001	CSAH 11 (TH212 to CSAH 10) Federal	2,805,968	-	-	(2,805,968)
	307-001	CSAH 11 (TH212 to CSAH 10) County Bonds - 2008	2,238,665	-	-	(2,238,665)
	307-007	CSAH 30 Bridge #7118 (State Bridge Bonds)	375,000	-	-	(375,000)
	307-007	CSAH 30 Bridge #7118 (County Program Aid)	425,000	-	-	(425,000)
	307-008	CSAH 40 Bridge #4655 (State Aid Regular)	510,000	-	-	(510,000)
	307-008	CSAH 40 Bridge #4655 (State Bridge Bonds)	510,000	-	-	(510,000)
	307-009	CSAH 41 Bridge #2784 (State Aid Regular)	-	-	-	-
	307-009	CSAH 41 Bridge #2784 (State Bridge Bonds)	345,000	-	-	(345,000)
	307-009	CSAH 41 Bridge #2784 (County Program Aid)	345,000	-	-	(345,000)
	307-010	CSAH 43 Bridge #10501 (State Bridge Bonds)	415,000	-	-	(415,000)
	307-010	CSAH 43 Bridge #10501 (Count Program Aid)	415,000	-	-	(415,000)
	307-019	Safety Set Aside (County Levy)	175,000	175,000	175,000	-
		TBD Road & Bridge Projects (50% of CPA not allocated to operating budget)	-	137,500	137,500	137,500
	307-022	CSAH 61 Improvements (Fund Balance)	120,000	-	-	(120,000)
	307-024	CSAH13 / TH5 Turn Lane and CSAH11 / TH5 Turn Lane (State Aid Regular)	350,000	-	-	(350,000)
	307-027	CSAH 11 at TH 7 Roundabout (State Aid Regular)	150,000	-	-	(150,000)
	307-033	CSAH 14, SAP 010-614-007 (Fund Balance)	250,000	-	-	(250,000)
	307-037	CSAH 10 Engler Development Project (Other Funding Source)	1,371,683	-	-	(1,371,683)
	307-8638	CSAH 10 Bridge #5882 (State Aid Regular)	-	750,000	750,000	750,000
	307-8638	CSAH 10 Bridge #5882 (State Aid Municipal)	-	400,000	400,000	400,000
	307-8638	CSAH 10 Bridge #5882 (Bridge Bonding)	-	750,000	750,000	750,000
	307-8669	TH 101 Reconstruction (State Aid Regular)	-	400,000	400,000	400,000
	307-8675	Gates and Signals at CSAH 31 and MPLRR (State Aid Regular)	-	20,000	20,000	20,000
	307-8675	Gates and Signals at CSAH 31 and MPLRR (Federal)	-	180,000	180,000	180,000
	307-8690	Carver Bridge #L2526 replacement (Bridge Bonding)	-	500,000	500,000	500,000
		32-307-000-0000-6681	11,314,777	3,312,500	3,312,500	(8,002,277)
Right of Way						
	307-006	CSAH 18 (Audubon to Powers) State Aid Regular	325,000	-	-	(325,000)
	307-006	CSAH 18 (Audubon to Powers) Municipal / State Participation	325,000	-	-	(325,000)
	307-007	CSAH 30 Bridge #7118 (State Aid Regular)	100,000	-	-	(100,000)
	307-009	CSAH 41 Bridge #2784 (State Aid Regular)	-	-	-	-
	307-8638	CSAH 10 Bridge #5882 (State Aid Municipal)	-	200,000	200,000	200,000
	307-8638	CSAH 10 Bridge #5882 (Municipal / State Participation)	-	200,000	200,000	200,000
	307-8705	CSAH 61 Reconstruction "Y" Intersection Area (Municipal / State)	-	1,040,000	1,040,000	1,040,000
	307-8705	CSAH 61 Reconstruction "Y" Intersection Area (County Other)	-	260,000	260,000	260,000
		32-307-000-0000-6685	750,000	1,700,000	1,700,000	950,000
Resurfacing/Maintenance						
	307-8000	Resurfacing/Maintenance (County Levy)	1,200,000	1,200,000	1,200,000	-
	307-8000	Resurfacing/Maintenance (State Aid)	800,000	800,000	800,000	-
		32-307-000-0000-6684	2,000,000	2,000,000	2,000,000	-
Fund #32 Total	32-307-XXX-XXXX-66XX		17,364,927	9,087,671	9,087,671	(8,277,256)
Road & Bridge Levy Dollars - Fund #32			1,500,000	1,500,000	1,500,000	-

Attachment D: 2013 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2012	2013	2013	Inc./Dec
			Approved	Requested	Recommended	
Administrative Services - Facilities						
Building Improvements - 6640						
	02-110	WEC IMPROVEMENTS (paid by WEC lease revenue*)	10,000	10,000	10,000	-
	01-110	Facilities - Manager Initiatives	377,500	377,500	377,500	-
		Building Improvements 01-110-000-0000-6640	387,500	387,500	387,500	-
Dept Total	01-110-XXX-0000-66XX		387,500	387,500	387,500	-
Administrative Services - Information Services						
Manager Capital Initiatives						
		Technology - Manager Initiatives	406,000	328,000	328,000	(78,000)
		Software: 01-049-000-0000-6655	406,000	328,000	328,000	(78,000)
		Total 01-049-000-0000-66XX	406,000	328,000	328,000	(78,000)
Dept Total	01-049-XXX-XXXX-66XX		406,000	328,000	328,000	(78,000)
Administrative Services - Library						
Administration						
	974-02	Curbside Book Return	5,000	-	-	(5,000)
		Equipment: 01-014-500-0000-6660	5,000	-	-	(5,000)
		Total 01-014-500-0000-66XX	5,000	-	-	(5,000)
Chanhassen	501-01	Chanhassen Library Automated Materials Handling Belt	12,000	-	-	(12,000)
		Equipment: 01-014-501-0000-6660	12,000	-	-	(12,000)
		Total 01-014-501-0000-66XX	12,000	-	-	(12,000)
Chaska		Building: 01-014-502-000-6660	-	-	-	-
		Total 01-014-502-0000-66XX	-	-	-	-
Waconia		Copy machine	-	-	-	-
		Equipment: 01-014-503-0000-6660	-	-	-	-
		Total 01-014-503-0000-66XX	-	-	-	-
Library - Continued		Copy machine	-	-	-	-
Watertown		Equipment: 01-014-504-0000-6660	-	-	-	-
		Total 01-014-504-0000-66XX	-	-	-	-
Norwood Young America		Equipment: 01-014-505-0000-6660	-	-	-	-
		Total 01-014-505-0000-66XX	-	-	-	-
Dept Total	01-014-XXX-XXXX-66XX		17,000	-	-	(17,000)
Administrative Services - University of Minnesota Extension						
		Equipment: 01-601-000-0000-6660	-	-	-	-
		Software: 01-601-000-0000-6655	-	-	-	-
Dept Total	01-601-XXX-XXXX-66XX		-	-	-	-
Administrative Services - Veterans Services						
			-	-	-	-
Dept Total	01-120-000-0000-66XX		-	-	-	-
Attorney						
		Equipment: 01-090-000-0000-6660	-	-	-	-
		01-090-XXX-XXXX-66XX	-	-	-	-
Court Services						
		Software: 01-252-252-0000-6655	-	-	-	-
		Equipment: 01-252-252-0000-6600	-	-	-	-

Attachment D: 2013 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2012	2013	2013	Inc./Dec
			Approved	Requested	Recommended	
Dept Total	01-252-XXX-0000-66XX		-	-	-	-
Employee Relations - Personnel Services						
		Equipment: 01-050-000-0000-6660	-	-	-	-
Dept Total	01-050-000-0000-66XX		-	-	-	-
Finance						
		Equipment: 01-045-000-000-6660	-	-	-	-
Dept Total	01-045-000-0000-66XX		-	-	-	-
Public Health & Environment - Emergency Management						
		Software: 01-280-280-0000-6655	-	-	-	-
		Equipment: 01-280-280-0000-6660	-	-	-	-
		Total Capital Outlay 01-280-66XX	-	-	-	-
Public Health & Environment - Land Management						
		01-123-160-XXXX-6630	-	-	-	-
Public Health & Environment - Environmental Services (Paid by Solid Waste Fees)						
		Bobcat-Environmental Center*	35,000	-	-	(35,000)
		01-123-130-XXXX-6660	35,000	-	-	(35,000)
Public Health & Environment - Planning & Water (Paid by WMO Levy)						
		Carver County Water Mgmt. Organization Project Fund*	123,000	123,000	123,000	-
		01-123-XXX-XXXX-6630	123,000	123,000	123,000	-
Division Total	01-123-XXX-XXXX-66XX		158,000	123,000	123,000	(35,000)
Sheriff's Office						
Recreational Services						
	231-01	Two Snowmobiles	-	-	-	-
		Equipment 01-201-231-1652-6660	-	-	-	-
		Total Capital Outlay 01-201-231	-	-	-	-
Jail						
		Jail Maint. - (Funded in Facilities Budget)	-	-	-	-
		Equipment: 01-201-235-0000-6660	-	-	-	-
		Total Capital Outlay 01-201-235	-	-	-	-
Patrol						
	236-01	Vehicles	237,438	257,438	257,438	20,000
		Vehicles: 01-201-236-0000-6670	237,438	257,438	257,438	20,000
		Total Capital Outlay 01-201-236	237,438	257,438	257,438	20,000
Investigation						
		Equipment: 01-201-239-0000-6655	-	-	-	-
Crime Lab						
	239-	Equipment: 01-201-239-1713-6660	-	-	-	-
		Total Capital Outlay 01-201-239	-	-	-	-
911 Communication						
	240-	MDCs and Radios	50,000	50,000	50,000	-
		Next Generation Phone System (equipment paid by 911 fees*)	-	30,000	30,000	30,000
		Equipment: 01-201-240-0000-6660	50,000	80,000	80,000	30,000
		Total Capital Outlay 01-201-240	50,000	80,000	80,000	30,000
Dept Total	01-201-XXX-XXXX-66XX		287,438	337,438	337,438	50,000
Public Works - Road & Bridge Administration						

Attachment D: 2013 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2012	2013	2013	Inc./Dec	
			Approved	Requested	Recommended		
Engineering		Equipment: 03-301-000-0000-6660	-	-	-	-	
		Total Capital Outlay: 03-301	-	-	-	-	
		Synchro/ SimTraffic Software	5,000	-	-	(5,000)	
		Software: 03-303-000-0000-6655	5,000	-	-	(5,000)	
		Handheld GPS (Asset Management)	10,000	-	-	(10,000)	
		Equipment: 03-303-000-0000-6660	10,000	-	-	(10,000)	
		Equipment: 03-303-000-0000-6670	-	-	-	-	
		Total Capital Outlay: 03-303	15,000	-	-	(15,000)	
	Highway Maintenance		AVL System Costs	-	20,000	20,000	20,000
			Equipment: 03-304-000-0000-6655	-	20,000	20,000	20,000
		AVL / GPS for plow trucks	20,000	20,000	20,000	-	
		Asphalt Curb Machine (NON LEVY FUNDS)	-	-	-	-	
		Equipment: 03-304-000-0000-6660	20,000	20,000	20,000	-	
305-003		Semi Tractor	180,000	-	-	(180,000)	
305-020		Pickups	47,000	68,000	68,000	21,000	
305-003		Tandem (NON LEVY FUNDS)	-	-	-	-	
		JetVac (NON LEVY FUNDS)	-	100,000	100,000	100,000	
		Single Axle Trailer (NON LEVY FUNDS)	-	6,000	6,000	6,000	
Equipment Maintenance		Hwy Vehicles: 03-304-000-0000-6670	227,000	174,000	174,000	(53,000)	
	305-005	Cracksealing Routers (2)	16,000	-	-	(16,000)	
		Cracksealing Melter Kettle	-	36,000	36,000	36,000	
		Tanker Trailer	-	69,500	69,500	69,500	
		Trailer Message Boards (NON LEVY FUNDS)	-	40,000	40,000	40,000	
		Air Compressor	-	30,000	30,000	30,000	
	305-014	Pick Up Broom (Non-Levy Funds*)	200,000	-	-	(200,000)	
	305-006	Asphalt Roller - 1 ton (Non-Levy Funds*)	30,000	-	-	(30,000)	
	305-007	Trailer Message Boards (Non-Levy Funds*)	40,000	-	-	(40,000)	
	305-008	Ditch Cleaning Bucket	9,000	-	-	(9,000)	
Surveyor		Hwy Eq: 03-304-000-0000-6690	295,000	175,500	175,500	(119,500)	
		Total Capital Outlay: 03-304	542,000	389,500	389,500	(152,500)	
		Fleet Management	10,000	10,000	10,000	-	
		Software: 03-306-000-0000-6655	10,000	10,000	10,000	-	
		Wheel Balancer	14,000	-	-	(14,000)	
		Forklift	20,000	-	-	(20,000)	
		Equipment Maint: 03-306-000-0000-6660	34,000	-	-	(34,000)	
		Mechanics Truck (NON LEVY FUNDS)	-	-	-	-	
		Equip Maint Vehicles: 03-304-000-0000-6670	-	-	-	-	
		Total Capital Outlay 03-306	44,000	10,000	10,000	(34,000)	
Public Works - Parks Administration		GPS Equipment Replacement	-	-	-	-	
		Equipment Maint: 03-310-000-0000-6660	-	-	-	-	
		Total Capital Outlay 03-310	-	-	-	-	
	Dept Total	03-XXX-XXX-XXXX-66XX	601,000	399,500	399,500	(201,500)	
		Park Maintenance Projects (paid by increase in park permit fees*)	28,000	28,000	28,000	-	
		Site Improvements: 01-520-000-0000-6610	28,000	28,000	28,000	-	
		Trail Maintenance Blower	7,000	-	-	(7,000)	
		Disc Mower	8,500	-	-	(8,500)	
		Skid Loader	-	60,000	60,000	60,000	
		Utility Vehicle	-	13,000	13,000	13,000	
	Equipment: 01-520-000-0000-6660	15,500	73,000	73,000	57,500		
	Light Utility Truck	27,000	-	-	(27,000)		
	Vehicles: 01-520-000-0000-6670	27,000	-	-	(27,000)		
Dept Total	01-520-XXX-0000-66XX	70,500	101,000	101,000	30,500		
Social Services		Replacement Client Transport Vehicles (1 @ \$25,000)	22,000	25,000	25,000	3,000	
		Vehicles 11-405-700-XXXX-6670	22,000	25,000	25,000	3,000	
	Dept Total	11-XXX-XXX-XXXX-66XX	22,000	25,000	25,000	3,000	

Attachment D: 2013 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2012	2013	2013	Inc./Dec
			Approved	Requested	Recommended	
Taxpayer Services - Elections						
			6,000	-	-	(6,000)
		Equipment: 01-040-065-000-6660	6,000	-	-	(6,000)
Dept Total						
	01-040-XXX-0000-66XX		6,000	-	-	(6,000)
County Totals						
			1,955,438	1,701,438	1,701,438	(254,000)
		*Non-Levy Dollars Available to Pay	(478,000)	(269,000)	(269,000)	209,000
		<i>Net Levy Dollars Needed</i>	<u>\$ 1,477,438</u>	<u>\$ 1,432,438</u>	<u>\$ 1,432,438</u>	<u>\$ (45,000)</u>

Public Works Division Reorganization Proposal

Public Works continues to experience increased services demands as a result of added road miles from new highway construction, expansion of existing roadways and transfers of roadways including Hwy. 61 (old Hwy. 212) and Hwy. 101 from the State. In addition, greater burden is being put on the county road system as a result of the State's underinvestment in the Trunk Highway System. The direct result of this is more traffic and greater maintenance requirements for our roads and bridges. The County has been forced to take a lead role in the expansion of TH 212 between Chaska and Norwood Young America, and the increased frequency of flooding on the Minnesota and Crow River requires the County to address deficiencies both on county road river crossings and state highway river crossings such as Hwy. 101.

In addition to increasing service demands for roads and bridges, there is a public desire for greater recreational opportunities from the park and trails systems. The regional trails systems have benefited from significant federal, state and local investment, however, the county parks are aging and in need of increased maintenance and modernization.

The proposed reorganization in Public Works will assist in addressing some of these service demands with the addition of two employees. The reorganization is expected to cost approximately \$200,000. This will not require an increase in property tax due to budget cuts in other areas.

The proposed reorganization will align with most urban county models for Public Works organization. The division will essentially comprise of four major functions as opposed to six today:

1. Administration (unchanged)
2. Program Delivery and Management (Engineering and Surveying)
3. Operations (Highway and Equipment Maintenance)
4. Parks (unchanged)

More detailed information is not available at this time, but will be provided in a few months.

**ATTACHMENT F: CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2013**

2013

DIVISION - DEPT.	DESCRIPTION	2012 Budget	Recommended	Inc./Dec
Commissioners				
	AMC Annual Conference (5)	4,000	4,000	-
	AMC Legislative (1)	500	500	-
	Health Conference (1)	900	900	-
	MICA	250	250	-
	National Conferences			
	2 Transportation Fly-ins (1 attends each)	3,000	3,000	-
	NACO Legislative (1)	2,000	2,000	-
	NACO Annual (1)	2,000	2,000	-
	Miscellaneous - One day conferences (5)	970	970	-
	Retreat	1,000	1,000	-
Total- Commissioners	01-001-000-0000-6332	14,620	14,620	-
County Administration				
	AMC Annual Conference	650	650	-
	MCMA/MACA Annual	725	725	-
	MACA Fall	475	475	-
	NACO/ICMA National	2,000	2,000	-
	Misc.- Administrator/staff	250	250	-
Total- County Administration	01-030-000-0000-6332	4,100	4,100	-
Administrative Services - Administration				
	APMP Meetings	200	200	-
	MCMA/MACA Annual Conference	1,350	1,350	-
	ICMA National Conference	3,600	3,600	-
	Misc. Training	1,500	1,500	-
Total- Administration	01-048-000-0000-6332	6,650	6,650	-
Administrative Services - Facilities				
Facilities Management				
	Boiler Chemical - Water Treatment - Electrical	500	1,800	1,300
	Siemens Control Apogee Training	3,500	1,000	(2,500)
	Amag Security	2,000	1,800	(200)
	IFMA - Local	2,200	700	(1,500)
	IFMA National	-	1,800	1,800
	Tuition Requests:	800	-	(800)
Total- Facilities	01-110-000-0000-6332	9,000	7,100	(1,900)
Administrative Services - Info Information Technology				
Technical Services				
	Sr. System Engineer - MCSE	3,400	2,400	(1,000)
	Sr. System Engineer - VMWare World (out of State)	-	1,000	1,000
	System Engineer - Technical Conference	4,800	3,400	(1,400)
	Support Analyst - MCDST Certification	-	1,400	1,400
	Tech. Supervisor - Data Center Conference (out of State)	2,400	2,400	-
		-	-	-
	01-049-046-0000-6332	10,600	10,600	-
Central Services				
	Clerical Support and SharePoint	1,000	1,000	-
	01-049-060-0000-6332	1,000	1,000	-
Records Management				
	ARMA National Fall Conf. (out of state)	3,750	2,000	(1,750)
	ARMA State Conf,	500	500	-
	Records Mgmt. Certification	500	-	(500)
		-	-	-
	On Base (out of state)	4,200	3,500	(700)
	01-049-061-0000-6332	8,950	6,000	(2,950)
GIS				
	ESRI International Conf. (out of state)	2,000	2,000	-
	GIS Training - Local	2,000	2,400	400
	ESRI Developers Summit (2 out of state)	3,000	4,600	1,600
		-	-	-
		-	-	-
		-	-	-
	MN GIS/LIS Conf.	1,200	1,200	-
	01-049-062-0000-6332	8,200	10,200	2,000
WEB				
	Web and SharePoint (2 out of state)	4,000	3,000	(1,000)

**ATTACHMENT F: CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2013**

		2013		
DIVISION - DEPT.	DESCRIPTION	2012 Budget	Recommended	Inc./Dec
	Share Point Development	5,300	4,300	(1,000)
	01-049-066-0000-6332	9,300	7,300	(2,000)
DBA				
	DBA Training	2,000	2,000	-
		-	-	-
	01-049-064-0000-6332	2,000	2,000	-
PMO				
	Proj. Management Trng.	2,000	5,450	3,450
	Business Analyst Trng.	500	1,500	1,000
	PMO Office Practices	400	400	-
	Supervisory Trng.	600	600	-
	01-049-063-0000-6332	3,500	7,950	4,450
Total- Information Tech	01-049-XXX-XXXX-6332	43,550	45,050	1,500
Administrative Services - Library				
	Professional staff YALSA Executive Committee American Library Association Conference-mid winter January 2013, Seattle, WA	1,000	1,000	-
	American Library Association Annual Conference June 2013, Chicago, IL	1,000	2,500	1,500
	2012 Public Library Association March, 2012, Philadelphia	2,400		(2,400)
	2012 IUG Meeting April 2013, San Francisco, CA	1,600	1,500	(100)
	Minnesota Library Association Conference October, 2013 St. Cloud, MN	1,000	2,000	1,000
Total- Library	01-014-500-0000-6332	7,000	7,000	-
Administrative Services - University of Minnesota Extension				
	Support Staff Training	-	-	-
Total- University of MN Ext.	01-601-000-0000-6332	-	-	-
Administrative Services - Veteran Services				
	120 National County Veterans Service Officer Conference at Reno, Nevada, June 1-8, 2013	1,000	1,500	500
	120 Minnesota County Veterans Service Officer Conference at Nissawa, MN - Sept. 9-11, 2013	1,450	1,000	(450)
	120 County Veterans Service Officer Assistant's & Secretary Association Conference at St. Cloud - Sept. 23-25, 2013	450	500	50
Total- Veteran Services	01-120-000-0000-6332	2,900	3,000	100
Attorney				
	This partially includes funds for rigorous, hands-on trial advocacy for new attorneys paid for by U.S. Department of Justice dollars to the national training center in South Carolina. This also includes continued training for existing staff.	11,500	11,000	(500)
Total- Attorney		11,500	11,000	(500)
Court Services - Probation				
	Correctional Evidence-Based Practices (LS/CMI, YLS, MI, Case Planning, etc.)	1,500	1,000	(500)
	Cognitive Skills training & offender programming	500	350	(150)
	APPA National Probation Training Institute (Out-of-State) AZ 01-2013	2,000	2,400	400
	MN Association of County Probation Officers (MACPO) - Spring Conference	1,200	1,000	(200)
	MACPO Regional Training for Probation Officers	250	-	(250)
	Supervision strategies and treatment methods for Probation Officers	-	650	650
	Minnesota Corrections Association (MCA) - Fall Institute	500	600	100
	Female Offender Conference- local	250	-	(250)
	Train the Trainer in Best Practices	600	-	(600)
Total- Court Services	01-252-XXX-XXXX-6332	6,800	6,000	(800)
Employee Relations - Personnel Services				
	MACHRMA Spring Conference	300	300	-
	MACHRMA Fall Conference	400	400	-
	MPELRA Summer Conference	500	500	-
	MPELRA Winter Session	200	200	-

**ATTACHMENT F: CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2013**

DIVISION - DEPT.	DESCRIPTION	2013		
		2012 Budget	Recommended	Inc./Dec
	ADA, WC, FMLA, COBRA	200	300	100
	SHRM Seminars	400	200	(200)
	Support, MCIT Seminars	800	600	(200)
	Legal Update Seminars	900	900	-
	NPELRA or IPMA Out-of-State Conference	2,000	2,000	-
	IPMA Local, Regional or National Conference	600	600	-
	Professional Maintenance	200	-	(200)
	PRIMA National Conference	2,000	2,000	-
Total- Employee Relations	01-050-000-0000-6332	8,500	8,000	(500)
Finance				
	National GFOA Conference (2)	3,100	3,100	-
	Minnesota GFOA Conference (2)	2,200	2,200	-
	MCCC Annual Conference	1,250	1,250	-
	Grant Workshop/Training	1,000	1,000	-
	Additional Staff Training (IFS, Year-end)	1,250	1,250	-
	Treasurer's Mid-Year Conference	750	750	-
Total- Finance	01-045-000-0000-6332	9,550	9,550	-
Property Records & Taxpayer Services - Taxpayer Services Administration				
	MN Assoc. of County Officers	750	750	-
	MN Assoc. of County Auditors	1,600	1,600	-
	Tax Training /Dept. Revenue	1,500	1,500	-
	MCCC Conference	1,500	1,500	-
	Staff Training	4,150	4,150	-
	01-040-040-0000-6332	9,500	9,500	-
License Center				
	MN Assoc. of County Officers	600	600	-
	Deputy Registrar Annual Meeting	600	600	-
	Staff Training	800	800	-
	01-040-055-0000-6332	2,000	2,000	-
Elections				
	MN Assoc. of County Officers	600	600	-
	Sec. of State Training	600	600	-
	Staff Training	600	600	-
	01-040-065-0000-6332	1,800	1,800	-
Total- Taxpayer Services	01-040-XXX-XXXX-6332	13,300	13,300	-
Property Records & Taxpayer Services - Property Assessment				
	MAAO Fall Conference	1,220	1,220	-
	MAAO Seminars	700	700	-
	CLE Seminars	750	750	-
	MCCC Annual Conference	500	500	-
	Appraisal Training	3,400	3,400	-
Total- Property Assessment	01-047-000-0000-6332	6,570	6,570	-
Property Records & Taxpayer Services - Property Records				
	MN Association of County Officers	2,000	2,000	-
	Recorder's Conference	2,000	2,000	-
	Examiner of Titles Training	500	500	-
	Staff Training	1,089	1,089	-
Total- Property Records	01-100-000-0000-6332	5,589	5,589	-
Public Health & Environment - Administration				
	AMC State Conference	325	325	-
	Land Use, Environmental or Water Resource issues workshop or seminar	475	475	-
	01-123-000-XXXX-6332	800	800	-
Public Health & Environment - Land Management				
	Planning/Zoning Administrators workshop or conference	700	700	-
	Tuition Reimbursement	400	400	-

**ATTACHMENT F: CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2013**

		2013		
DIVISION - DEPT.	DESCRIPTION	2012 Budget	Recommended	Inc./Dec
	Continuing Education - Building Plan Technician Certification and Septic Certification	500	500	-
	01-123-160-XXXX-6332	1,600	1,600	-
Public Health & Environment - Environmental Services				
Administration				
	Annual Agricultural Inspectors Conference	300	300	-
	Annual MPCA Sewage Treatment System Con. Education	400	400	-
	Annual MPCA County Feedlot Officers Training	350	400	50
	Annual Water Planner's Conference	-	-	-
	Misc. professional conferences or work related tuition reimbursement	500	400	(100)
	National Environmental Health Assoc. Conference [Out of State] / or tuition reimbursement - Manager	1,000	1,000	-
	Feedlot and Water Quality misc. conferences	400	1,000	600
Solid Waste				
	RAM/SWANA Annual Conference [2]	300	450	150
	SWAA Annual conference	400	300	(100)
	Misc. special issue conferences	500	450	(50)
	National Household Hazardous Waste Conf. - Out of State	300	500	200
Industrial Hazardous Waste				
	National Hazardous Waste Conference - Out of State	300	300	-
	MN GroundWater Conference	150	150	-
	Misc. special issue conferences	500	400	(100)
	Management Training [Senior Environmentalist]	300	200	(100)
	OSHA/Safety Training	300	300	-
	01-123-130-0000-6332	6,000	6,550	550
Public Health & Environment - Planning & Water Management				
	Various water related, ISTS, WCA, Erosion Control Conferences, seminars, training sessions	750	750	-
	ESRI Annual User Conference - Out of State	1,000	1,200	200
	Misc. Professional conferences or Tuition Reimbursement	250	250	-
	Annual Water Planner's Conference	350	350	-
	GIS Conference & Training	300	300	-
	National (Out of State) or State/Local CRM Training	-	1,500	1,500
	National (Out of State) or State Water & Planning conference: potential Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., State Water Resources, State MNAPA or State MECA, National LID Symposium	1,550	1,550	-
	01-123-123-XXXX-6332	4,200	5,900	1,700
Public Health & Environment - Emergency Management				
	AMEM Emergency Management Conference	1,446	1,500	54
	Governor's Emergency Mgmt. Conf.	408	600	192
	Emergency Management Training	306	600	294
	Hazardous Materials Training	900	900	-
	Staff Tuition Reimbursement	-	5,100	5,100
Public Health Preparedness				
	NACCHO National Preparedness Conf. - Out of State	-	1,800	1,800
	Incident Command System Training	-	200	200
	In-State Training for Public Health Preparedness	-	450	450
	01-280-XXX-XXXX-6332	3,060	11,150	8,090
Public Health & Environment - Public Health				
Public Health Department - Leadership				
	National Public Health Conference - Out of State: potentially NACCHO, APHA, ASTHO or other public health focused conference	1,420	1,420	-
	AMC State Conference	325	320	(5)
	CHS State Conference	2,250	1,500	(750)
	LPHA State Conference	750	-	(750)
	Minnesota E-Health Summit	450	450	-
	CPHEO Public Health Institute Seminars	1,000	1,000	-
	Staff Tuition Reimbursement	3,000	3,000	-
	Staff Computer Trainings	750	750	-

**ATTACHMENT F: CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2013**

		2013		
DIVISION - DEPT.	DESCRIPTION	2012 Budget	Recommended	Inc./Dec
Family Health and Disease Prevention & Control Unit				
	Training for Maternal & Child Health	1,500	1,500	-
	Training for Youth Development/Family Home Visiting	1,000	1,000	-
	Training for Disease Prevention & Control	2,000	2,000	-
	National Conference - Out of State: focused on Family Health, Family Home Visiting, DP&C or Immunizations	-	4,500	4,500
Planning & Promotion Unit				
	Health Promotion Focused Conference - Out of State	-	2,300	2,300
	Aging Focused Conference - Out of State	-	1,200	1,200
	ESRI Annual User conference - Out of State	-	1,400	1,400
	APA Planners National Conference - Out of State	1,500	-	(1,500)
	APA Planners State Conference	500	-	(500)
	Statewide Age and Disability Conference	-	-	-
	Aging Focus Workshops and Seminars	800	-	(800)
	Planning and Health Promotion Workshops and Seminars	1,350	3,000	1,650
	Assessment, Planning, and Evaluation Trainings	1,000	-	(1,000)
	GIS Conference & Training	-	660	660
Public Health Preparedness - see PH&E, Emergency Management Dept. for 2013 request				
	NACCHO National Preparedness Conf. - Out of State	3,000	-	(3,000)
	Incident Command System Training	200	-	(200)
	In-State Training for Public Health Preparedness	450	-	(450)
	01-460-XXX-XXXX-6332	23,245	26,000	2,755
Total- Public Health & Environment		38,905	52,000	13,095
Public Works - Road & Bridge				
Administration				
	MCEA Institute	500	500	-
	Highway Accountants Conference (2)	700	800	100
	AMC Annual Conference	550	550	-
	NACE Annual Conference	1,450	1,450	-
	MTA Fly In	1,300	1,300	-
	MTA Annual Meeting	100	100	-
	MAPA (MN Asphalt Pavement Assoc.)	50	100	50
	Miscellaneous	1,050	1,200	150
	03-301-000-0000-6332	5,700	6,000	300
Engineering				
	MCEA Institute	500	1,500	1,000
	Sign Seminar (3)	300	300	-
	Engineering Tech. Certification (10)	1,000	1,000	-
	MISC. - Bituminous, Wetlands, Water	3,000	3,000	-
	Pavement, Fleet, Web Site, GASB 34, Wetland, ROW	3,000	3,000	-
	Miscellaneous Training - CADD Applications	7,200	7,200	-
	03-303-000-0000-6332	15,000	16,000	1,000
Highway Maintenance				
	Examples: Safety & Wellness Conferences			
	Equipment Training, Snow Rodeo, Pesticide	2,100	6,000	3,900
	03-304-000-0000-6332	2,100	6,000	3,900
Equipment Maintenance				
	Hydraulic, Electrical, & Welding Training	1,500	4,000	2,500
	03-306-000-0000-6332	1,500	4,000	2,500
Surveyor				
	MSPS Conference	1,500	1,500	-
	MSPS Conference / Seminar	1,500	1,500	-
	ERSI Conference, San Diego	2,500	4,500	2,000
	GIS / LIS Training, ERSI Classes	1,000	1,000	-
	Certified Survey Tech	500	500	-
	GIS / LIS Conference	600	600	-
	03-310-000-0000-6332	7,600	9,600	2,000
Total- Public Works		31,900	41,600	9,700
Public Works - Parks				
	MRPA Annual Conference	1,200	1,200	-
	MN Shade Tree Short	100	100	-

**ATTACHMENT F: CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2013**

DIVISION - DEPT.	DESCRIPTION	2013		
		2012 Budget	Recommended	Inc./Dec
	MRPA Seminars	100	100	-
	Park Supervisor Seminars	100	100	-
	National Park Institute (Out of State)	1,200	1,200	-
Total- Parks	01-520-000-0000-6332	2,700	2,700	-
Sheriff's Office				
Administrative Services Division - \$4,750		4,750	6,200	1,450
	Clerical Support (15)			
	MSA Summer Conference			
	MSA Winter Conference			
	Administrative Services Manager (PLEAA Conference)			
	Sheriff MSA Jail Conference			
	Chief Deputy			
Jail Services Division - \$9,000		9,000	9,000	-
	Jail Training-Conf, Mgmt. Training, etc.			
	From SS Other			
Operation Services Division - \$14,710		14,710	10,340	(4,370)
	Investigation Division			
	Crime Technician			
	School Resource Officer/Gangs/Bike Patrol			
	Restorative Practices			
	SERT			
Patrol Services Division - \$12,220		12,220	12,220	-
	training - State POST, OSHA mandated, elective, 1st Responder, PRISIM, ADA, etc.			
	Traffic Safety/Criminal Interdiction/Weights/Scales			
	K-9 Trials and Certifications			
	Supervisor Development			
Support Services Division - \$11,436		11,436	12,406	970
	ATV			
	Civil Process			
	Conceal and Carry			
	Warrants			
	Dive Team			
	Community Service Officers (CSO)			
	Court/Bailiffs			
	Reserves			
	Rec Services - Water Patrol			
	Snowmobile			
	Training -In House Entire Office - Sex Harr, Cult Div., 1st Aid			
	Instructor Courses-recertification, etc.			
	Supervisory - Sgt & Cpl			
	ILEETA Conference Outstate - Chicago, IL (1)			
	01-201-201-1603-6335	52,116	50,166	(1,950)
Reserves-				
	Reserves	-	1,000	1,000
	02-204-000-0000-6332	-	1,000	1,000
Explorers - \$1,800				
	Explorers	1,800	2,750	950
	02-205-000-0000-6332	1,800	2,750	950
Posse - \$3,750				
	Posse Training	3,750	3,750	-
	02-203-000-0000-6332	3,750	3,750	-
911 Communication - \$7,680				
	Communications	4,200	4,200	-
	APCO/NENA MSA State Conference-(6)	3,480	3,480	-
	02-911-000-0000-6332	7,680	7,680	-
Total- Sheriff	01-201-XXX-XXXX-6335	65,346	65,346	(1,000)
Social Services				
	National Workforce Conference - Out of State	850	-	(850)
	Workforce Conference - Out of State - Out of State - 1	850	850	-
	National Eligibility Workers Assoc Conf - Out of State - 1	850	850	-
	National Child Support Assoc Conf Out of State - 2	1,600	1,800	200

**ATTACHMENT F: CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2013**

DIVISION - DEPT.	DESCRIPTION	2013		
		2012 Budget	Recommended	Inc./Dec
	OJJDP Regional Training - Out of State - 2	1,500	1,200	(300)
	Midwest Conf on Child Sexual Abuse - Out of State - 2	1,200	1,055	(145)
	MPTA Conference - Out of State - 2	750	1,000	250
	OJJDP Training on Safe Schools - Out of State - 1	-	-	-
	NACBHD Annual Conference - Out of State	590	-	(590)
	National ACT Conference - Out of State	650	-	(650)
	Emergency Psychiatry Annual Conference - Out of State	531	531	-
	Solution Focused Brief Therapy National Conference - Out of State	800	1,200	400
	Susie Essex Workshop on Denied Child Abuse - Holland - 2		4,500	4,500
	National Attachment Conference - Out of State - 1		1,800	1,800
	National Symposium on Child Abuse		750	750
	National Conference Community on Behavior Health		900	900
	Compassion & Choices Conference		850	850
	Conferences within State	57,171	51,197	(5,974)
Total- Social Services	11-XXX-XXX-XXXX-6332	67,342	68,483	1,141
County Totals		355,822	377,658	20,836



2014 (& Beyond) Long Term Financial Plan

Expected Adoption December 11, 2012

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CARVER COUNTY
Board of Commissioners

Jim Ische, Chair
District #5

Gayle Degler, Vice Chair
District #1

Tom Workman
District #2

Tim Lynch
District #4

Randy Maluchnik
District #3

Elected Staff

Attorney
Mark Metz

Sheriff
Jim Olson

Appointed Staff

County Administrator
David Hemze

Administrative Services Director

Steve Taylor

Community Social Services Director

Gary Bork

Employee Relations Director

Doris Krogman

Financial Services Director

David Frischmon

Public Health & Environment Director

Randy Wolf

Public Works Director

Lyndon Robjent

Property Records & Taxpayer Services Director

Mark Lundgren

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

Date: December 11, 2012

Resolution: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**COUNTY BOARD ADOPTION OF THE
2014 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 2014 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 11th day of December, 2011, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 11th day of December, 2011.

David Hemze
County Administrator

III. EXECUTIVE SUMMARY

This 2014 (& Beyond) Long Term Financial Plan, (the “Plan”) along with the 2013 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 systematically be 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 the future property tax levy and budgets:

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

A. Capital Improvement Plans (CIPs):

CIP Revenue Summary:

Road & Bridge Tax Levy: In addition to Federal, State, Regional and Local dollars which provide over 75% of the funding for Road & Bridge projects, the Board approves a Road & Bridge Capital and Debt Service Levy. The Long Term Plan anticipates the growth in the County’s tax base will partially finance Road & Bridge capital projects that are being driven by the County’s growth. Thus, once the County’s tax base starts expanding again, the Plan expects to capture a portion of the County’s increasing tax base from new construction by increasing the County’s Road & Bridge Levy. This hoped for increase in the Road & Bridge Levy is expected to be sustainable since it will be generated by capturing a portion of the tax based created by new construction in the previous year.

State Aid: The Administrators recommended 2013 Budget shifts 20% of the expected 2013 CPA from the County’s operating budget to the County’s CIPs. This is anticipated to be the first of five 20% shifts which will result in five years 100% of CPA that actually shows up will be shifted to CIPs based on the following percentages:

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

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

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

be around \$250,000 each year. These funds, commonly referred to as “Legacy Funds,” have initially been designated in the Plan for the local match to Federal Grants which are financing both phases of the Dakota Line Rail-to-Trail Project and the 41/Lake Minnewashta Underpass and Trail.

Local Share for Park Land Acquisition: In past years, the County has been reimbursed 100% from the Metropolitan Council for parkland acquisitions that were included in the County’s Regional Park Master Plan. Starting in 2009, the Met Council requires a 25% non-reimbursable local contribution for parkland acquisitions. Thus, the County Board started levying a \$50,000 Parkland Acquisition Capital Levy in 2009.

CIP Summaries:

Buildings CIP: The next major phase of building capital projects is scheduled for 2020. These Phase II building projects, which total slightly less than \$10 million, include:

- 6th Courtroom being added to the Justice Center
- Government Center Administrative West Building remodel, and
- Two new libraries being furnished in Victoria and Carver.

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

A funding source for these building projects has not been identified at this time.

Roads & Bridges CIP: The 2030 Comprehensive Plan identifies \$840 million of road and bridge projects to meet the needs of the projected growth in population and employment in the next 20 years. Road and bridge needs include preservation (overlays), bridge replacement, safety enhancements (turn lanes, traffic signals, roundabouts, etc.), system expansion (added lanes), system connectivity (new roads and bridges), and reconstruction (rebuilding existing core roads without adding lanes). A Road and Bridge CIP was developed to fund preservation, bridge replacement and safety enhancement goals as well as partially fund high priority expansion, connectivity and other emerging regionally significant projects. Expansion, connectivity, and other emerging projects have been prioritized into A, B, and C categories with a goal of completing Priority A projects within 12 years.

Parks and Trails CIP: This CIP has been set-up to focus on acquiring the final piece of land for the Lake Waconia Regional Park and sustainability projects to maintain the County's existing park and trail system. Once these needs have been addressed, the next round of park and trail development projects will be developed and funding sources identified. Additional resources may need to be identified in order to complete park and trail development projects on a timely basis. Options to address this potential financing gap are being developed by the Park Board and County staff.

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

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

B. Replacement Schedule for Facilities, Vehicles and Equipment

The Administrator Recommended 2013 Budget includes the purchase of just under \$1.4 million for facilities, vehicles and equipment replacement. The Plan has a replacement schedule for Facilities, Vehicles and Equipment based on division requests for 2014 - 2018 tax levy dollars that average just over \$1.6 million a year. Thus, the County's current tax levy support for facilities, vehicles and equipment replacement covers approximately 87% of the division requested replacement schedule. Either levy support for the replacement schedule will need to be increased in the coming years and/or the replacement schedule needs to be reduced in future years.

C. Bond Sales and Debt Service

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

The County is currently working with Scott County and the State of Minnesota on a potential Hwy 101/61 project. The County Board designated \$3 million of reserves from 2011, primarily resulting from 2011 vacancy savings, and set aside in the 2013 Budget \$425 thousand of new debt service levy for this project.

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

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

D. Operating Budget Financial Challenges

- Personnel costs are the largest and have been the fastest growing portion of the County's Budget. This Plan identifies three strategies for addressing this potentially budget busting cost driver.
- Building security is an emerging county wide issue that needs funding. The Administrator's Recommended 2013 Budget includes \$100,000 of levy funding for the Building CIP to implement the building security task force recommended improvements over the next five years.

The County Board carries the ultimate budget authority. The 2013 Annual Budget and the 2014 (and Beyond) Long Term Financial Plan are expected to be approved at the December 11, 2012 County Board meeting.

IV. 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 takes 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 are approved in the Annual Budget, whereas projects listed beyond the next year are considered merely 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 then 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 capital project funding needs to be identified and/or capital projects need to be pushed back until the necessary financial resources are available.

Carver County has five CIPs:

- Buildings (including furnishing Libraries) – Fund #30
- Roads & Bridges – Fund #32
- Parks & Trails - Fund #34
- Lake Waconia Event Center – Fund #02 (Restricted Funds)
- Regional Rail Authority – Fund #15

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

This CIP finances a comprehensive list of building capital projects thru 2040 totaling more than \$35 million for:

- Phases II, III and IV of the Justice Center, Government Center and Administration West Remodeling and Expansion Project
- Library books and shelves for new Victoria and Carver libraries

The next phase of building projects is planned for 2020. Funding sources have not been identified at this time.

Please see the Buildings CIP summary on the next page for further details.

B. ROADS & BRIDGES CIP – FUND #32

Carver County has established an ongoing program for the planning of future Road and Bridge Projects through the County's Capital Improvement Plan (CIP). The purpose of the Road & Bridge CIP is to define a highway investment plan that best meets the transportation needs with the financial resources available. Financing and developing projects often takes several years due to the increasingly complex financial and regulatory environment.

The Road & Bridge 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.

To meet the transportation needs from the expected growth in the next 20 years, the County 2030 Comprehensive Plan identifies preservation, bridge replacement, safety, expansion, connectivity, corridor reconstruction and other significant county projects. The County Engineer estimates the cost of these projects to be in approximately \$840 million with a maximum expected revenue of \$235 million from all sources with the exception of the portion of additional county levy from future growth in the tax base that will be used for transportation projects. It should be noted that this \$840 million estimate does not include needed improvements to TH 212, TH 5, TH 7 and TH 41 under Minnesota Department of Transportation (MnDOT) jurisdiction. It does not include any transit-related projects either. With current transportation revenue sources it is simply not feasible to fund all these projects in 20 years.

The CIP includes goals for Preservation, Safety, Bridge Replacement, Connectivity, Expansion, and Emerging Issues. Traditional funding is aimed at the preservation, safety and bridge needs, with any remaining and new funds going to new road connections and expansions. New roads connections and expansions have previously been prioritized using an ABC ranking. The goal established with the 2010-2015 CIP was to complete Priority A projects in 12 years or two CIP cycles. This requires traditional funding and bonding. The current 2013-2018 CIP continues to fund preservation, safety, bridge replacements, and identify high priority expansion and connectivity projects.

The ABC priority system will be refined in 2013 to utilize a scored criteria system to assist in allocating limited resources to the highest priority transportation needs. The goal of the CIP will continue to be to fund preservation, bridge and immediate safety needs along with regionally significant partnership projects like the TH 101 river crossing. Other projects will be analyzed using the following criteria and allocated funding as available:

- i. Safety Benefits (Measures crash rate and frequency)
- ii. Congestion (Measures volume/capacity)
- iii. System Relief (Measures future traffic demand)

- iv. Significance of System (Measures functional class, connections)
- v. Project Readiness (Measures level of project development)
- vi. Community Support (Is project supported/requested by city)
- vii. Funding Availability (Measures how many funding opportunities exist)
- viii. Roadway Condition (Measures pavement condition)
- ix. Freight Needs (Is roadway on the 10-Ton network)
- x. Transit and Ped/Bike Needs (Measure transit and trail importance)

It should be noted that this performance measurement system has yet to be tested for reasonableness and will likely be refined before implementation in the 2014-2019 CIP.

To develop a feasible Road and Bridge CIP, future expansion, connectivity, and emerging projects have been prioritized with a goal to complete the top priority projects (Priority A) within 12 years (Over 2 CIPs).

In 2009, several Road and Bridge CIP scenarios were developed by:

- Assuming \$225,000 annual levy increase
- Assuming \$700,000 in annual County Program Aid (CPA).
- Funding preservation and safety goals
- Assuming state bridge bonds are available for bridge replacement
- Funding county match on known and pending federal projects
- Funding county match on known local and MnDOT projects
- Partially funding Priority A Expansion and Connectivity projects.

Due to the extremely tight budget and struggling economy, the County's Levy for Road and Bridge projects has not increased as planned and the County's Program Aid/State Aid has not been available as planned to fund Road & Bridge projects. Thus, completing Priority A projects within 12 years is no longer possible.

As shown on the following map and tables, the recommended 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 several Priority A Expansion/Connectivity/Emerging

projects(dependent on grants and bonding):

- 2 on CSAH 18 between CSAH 13 (Bavaria Road) and CSAH 15 (Galpin Blvd)
- CSAH 14 (Pioneer Trail) construction with a new RR underpass in Chaska.
- CSAH 10 (Engler Blvd) reconstruction in Chaska.
- CSAH 10 reconstruction north of Waconia.
- A potential new Crow River crossing in Watertown.

- CSAH 61 (old TH 212) reconstruction in Chanhassen.
- TH 101 reconstruction in Chanhassen.
- A potential new TH 101 Bridge over the Minnesota River.
- Anticipates \$137,500 county program aid increase in 2013 and each year thru to 2018 to replace bridges and partially fund highway projects.
- Anticipates a Hwy 101/61 bond sale of \$9.4M in 2014.

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

**ROAD & BRIDGE
CAPITAL IMPROVEMENT PLAN - Fund #32
2013**

DESCRIPTION	ESTIMATED START YEAR		PROJECT COSTS				
	2013	2014	2015	2016	2017	2018	
COUNTY PORTION OF ROAD & BRIDGE PROJECTS:							
CSAH 10 Bridge - Watertown(CPA)		-					
CSAH 50 Bridge/Culvert (CPA)		137,500					
CSAH 10, 30 to TH 7 (CPA)		275,000					
CSAH 18, 13 to TH 41 (Bonds, CPA)		412,500					
Watertown River Crossing (Bonds)		812,500					
CSAH 10, 11 to W. Chaska Creek (CPA)		825,000					
Totals		<u>\$ 2,462,500</u>					
PROJECTED BEG. FUND BALANCE:							
Road & Bridge Capital Levy - Maintenance	\$1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	
Portion of Debt Service Levy from Bonds paid off in 2014	1,500,000	1,560,000	1,623,000	1,689,150	1,758,608	1,831,538	
State Aid - 50% allocated to Road & Bridge CIP	-	-	800,000	800,000	800,000	800,000	
Projected Wheelage Taxes	137,500	275,000	412,500	550,000	687,500	700,000	
Transfer to Debt Service Fund for Wheelage Tax supported bonds	315,000	315,000	315,000	315,000	315,000	315,000	
Summary of Road & Bridge Projects listed in Long Term Financial Plan:	(315,000)	(315,000)	(1,115,000)	(1,115,000)	(1,115,000)	(1,115,000)	
County Portion Road & Bridge Projects listed in Long Term Financial Plan:	-	(137,500)	(275,000)	(412,500)	(812,500)	(825,000)	
Safety Set Aside - (8888)	(175,000)	(175,000)	(175,000)	(175,000)	(175,000)	(175,000)	
Traffic Signing/Striping Project - (6520)	(262,500)	(262,500)	(262,500)	(262,500)	-	-	
Annual Road Resurfacing Costs - (6284)	(1,200,000)	(1,260,000)	(1,323,000)	(1,389,150)	(1,458,608)	(1,531,538)	
PROJECTED YEAR END FUND BALANCE: (R&BCIP - Fund #32) (1)	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	

(1) Reserves and Safety Set Aside are built in to the Plan to provide financial cushion against inflation, project overruns and scope enhancements.

(2) \$9.4M Bond Sale in 2014 for Hwy101/61 Bridge and Road project with debt service of \$800K from bonds expiring in 2014.

**CARVER COUNTY PUBLIC WORKS
ROAD AND BRIDGE CONSTRUCTION CIP
2013-2018**

2013		Construction CIP				FUNDING SOURCE											
JOB / SERVICE #	PROJECT / ROAD DESCRIPTION	CIP CODE	Budget Year	A/C	A/C 299 SAR	A/C 399 SAM	A/C 599 FEDERAL	A/C 699 MUNI./ST.	A/C 699 BRIDGE	COUNTY BOND	BOND INT	FUND BALANCE	TAX 1	TAX 2	OTHER	WT	CPA
8000	OVERLAYS	OL	2013	CON	800,000								1,200,000				
8637	CSAH 18 - Reconstruction TH 41 to Galphin.	RE	2013	PS	221,250			221,250									
			2015	CON													
			2014	ROW													
8638	CSAH 10 Bridge #5882 - Replacement over Crow River	BR	2011	PS													
			2013	CON	250,000	400,000			750,000								500,000
			2012	PS		200,000		200,000									
8669	TH 101 Reconstruction from Pioneer Trail to Lyman Blvd. Turn Back to County	RE	2012	PS													
			2013	CON	400,000												
8675	Gates and Signals at CSAH 31 and MPLRR	RR	2013	PS			180,000										
			2013	ROW													
8690	4th ST Carver Bridge #L2326 Replacement in Carver - City Project	BR	2013	PS				100,000	500,000								
			2013	ROW													
8701	CSAH 61 TB Improvements: TH 101 to East County Line - Reconstruction	RE	2013	PS				582,137							145,534		
			2015	CON													
			2014	ROW													
8705	CSAH 61 Reconstruction from Bluff Creek to East 101 ("Y" area)	RE	2013	PS				544,000							136,000		
			2014	CON													
			2013	ROW				1,040,000							250,000		
8009	SAFETY SET ASIDE		2013	CON									175,000				
8008	Signing/Striping		2013	CON									125,000				
2005B	2005 Bond Sale (9.9M)	DS	2005	DS										928,738			137,500
2008B	2008 Bond Sale (11.4M)	DS	2008	DS										753,900			315,000
	Transfer		2013	PS	100,000												
	PROFESSIONAL SERVICES				321,250			1,447,387							281,534		
	CONSTRUCTION				1,470,000	400,000	180,000		1,250,000				1,500,000				637,500
	RIGHT-OF-WAY					200,000		1,240,000							250,000		
	DEBT SERVICE												1,682,638			315,000	
2013 CIP TOTALS					1,791,250	600,000	180,000	2,667,387	1,250,000			1,500,000	1,652,638	541,534	315,000		637,500
																	1,185,309

Other in 2013 is the YES account (Total assigned to 101 = \$3 million - use in 2013 & 2014)
State (County TurnBack Account) fund eligible

CARVER COUNTY PUBLIC WORKS ROAD AND BRIDGE CONSTRUCTION CIP 2013-2018

JOB / SERVICE #	PROJECT / ROAD DESCRIPTION	CIP CODE	Budget/Year		FUNDING SOURCE																				
			AC	Year	A/C 289 SAR	A/C 389 SAM	A/C 559 FEDERAL	A/C 689 MUNI / ST.	A/C 689 BRIDGE	COUNTY BOND	BOND INT	FUND BALANCE	TAX 1	TAX 2	OTHER	WT	CPA								
8000	OVERLAYS	OL	2014	CON	840,000																				
8345	CSAH 50 Culvert #L2787 Extension over Bevens Creek	BR	2014	CON	125,000																				
8637	CSAH 18 - Reconstruction TH 41 to Galphin.	RE	2013 2015	PS CON					750,000															275,000	
8667	CSAH 18 - Reconstruction Audubon to Powers	RE	2013 2013	PS ROW	490,000			4,977,600	800,000															310,000	
8640	CSAH 10 - Reconstruction From CSAH 30 to TH.	RE	2013 2015	PS CON	442,000																				
8641	CSAH 61 Misc. Maint. & Safety Improvements: 11 to East County Line	RE	2014 2014	PS CON										3,597,244											
8697	CSAH 11 at 6th Street Intersection Improvements	RE	2013 2014	PS CON									400,000												
8700	TH 101 River Crossing from CSAH 61 to Scott County River Bridge	BR	2014	PS																					
8701	CSAH 61 TB Improvements: TH 101 to East County Line - Reconstruction	RE	2014 2015	CON CON																					
8705	CSAH 61 Reconstruction from Bluff Creek to East 101 (" area)	RE	2014 2014	CON CON	227,397					909,589				126,000											
8009	SAFETY SET ASIDE		2014	CON	75,000																			140,000	
8008	Signing/Striping		2014	CON	100,000																				
2005B	2005 Bond Sale (9.9M)		2005	DS																					
2008B	2008 Bond Sale (11.4M)		2008	DS																					
PROFESSIONAL SERVICES					542,000				504,000				126,000												
CONSTRUCTION					1,530,000			4,977,600	5,840,000				9,301,534												
RIGHT-OF-WAY					2,177,397				1,639,589																
DEBT SERVICE																									
2014 CIP TOTALS					4,249,397			4,977,600	8,003,589				9,427,534												
														37,553,626											
"Other" in 2014 is the YES account. (Total assigned to 101 = \$3 million - use in 2013 & 2014)																									
															Placeholder for remaining CSAH 61 Maint \$ from 2009 \$60,000 additional levy from 2013 for overlays for inflation										

**CARVER COUNTY PUBLIC WORKS
ROAD AND BRIDGE CONSTRUCTION CIP
2013-2018**

2017 Construction CIP										FUNDING SOURCE								
JOB / SERVICE #	PROJECT / ROAD DESCRIPTION	CIP CODE	Budget/Year		A/C	A/C 259 SAR	A/C 359 SAM	A/C 559 FEDERAL	A/C 659 MUNI / ST.	A/C 659 BRIDGE	COUNTY BOND	BOND INT	FUND BALANCE	TAX 1	TAX 2	OTHER	WT	CPA
			2017	2018														
8000	OVERLAYS	OL			CON	972,405			80,000				1,458,608					
8348	3rd ST Carver Culvert #L4967 Replacement - City Project	BR	2017		PS				441,000									
			2017		CON													
			2017		ROW													
8651	CSAH 13 reconstruction from TH 5 to TH 7.	RE	2014		PS	1,950,000	430,000		100,000									1,050,000
			2015		CON		500,000											
			2015		ROW													
8009	SAFETY SET ASIDE		2017		CON								300,000					
8008	Signing/Striping		2017		CON								125,000					150,000
			2017		CON													
2005B	2005 Bond Sale (9.5M)	Transfer	2005		DS									927,728				
2008B	2008 Bond Sale (11.4M)	Transfer	2008		DS									757,000				315,000
2014B	2014 Bond Sale (9.5M)	Transfer	2014		DS									800,000				
	PROFESSIONAL SERVICES					100,000	430,000		180,000									
	CONSTRUCTION					2,922,405			441,000					1,883,608				1,200,000
	RIGHT-OF-WAY						500,000		500,000									
	DEBT SERVICE					3,022,405	930,000							1,883,608	2,484,728			315,000
2017 CIP TOTALS											10,956,741							

\$69,458 additional levy from 2016 for overlays for inflation
plus \$800,000 in debt service levy from 2015 expiring debt + growth

2018 Construction CIP										FUNDING SOURCE								
JOB / SERVICE #	PROJECT / ROAD DESCRIPTION	CIP CODE	Budget/Year		A/C	A/C 259 SAR	A/C 359 SAM	A/C 559 FEDERAL	A/C 659 MUNI / ST.	A/C 659 BRIDGE	COUNTY BOND	BOND INT	FUND BALANCE	TAX 1	TAX 2	OTHER	WT	CPA
			2018	2019														
8000	OVERLAYS	OL			CON	1,021,025							1,531,538					
8677	CSAH 10 (Engler) Reconstruction from CSAH 11 to West Chaska Creek.	RE	2015		PS	960,000			240,000									
			2018		CON				240,000									
			2018		ROW				260,000									
8009	SAFETY SET ASIDE		2018		CON								300,000					
8008	Signing/Striping		2018		CON								125,000					
			2018		CON													
2005B	2005 Bond Sale (9.5M)	Transfer	2005		DS									924,928				
2008B	2008 Bond Sale (11.4M)	Transfer	2008		DS									754,400				315,000
2014B	2014 Bond Sale (9.5M)	Transfer	2014		DS									800,000				
	PROFESSIONAL SERVICES					1,080,000			240,000									
	CONSTRUCTION					1,021,025			240,000					1,956,538				1,200,000
	RIGHT-OF-WAY								260,000									
	DEBT SERVICE					2,881,025								2,479,328				315,000
2018 CIP TOTALS											14,371,891							

\$72,930 additional levy from 2017 for overlays for inflation
plus \$800,000 in debt service levy from 2015 expiring debt + growth

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. Currently, the County is advance-funding land acquisition for Lake Waconia Regional Park. Advanced funding is to be repaid to the County in a future capital improvement budget of the Metropolitan Council. However, reimbursement under the present funding allocations from the Metropolitan Council means that the County will wait a number of years before being repaid. In the meantime, what capital funds are allocated to Carver County from the Metropolitan Council's CIP are being consumed to repay the County for previous land acquisitions.

In 2009, the County Board began levying \$50,000 each year for park land acquisition by capturing a portion of the County's increasing tax base from new construction. These funds are intended to help pay a portion of the required local share (25%) for land acquisition at the County Regional Park and Trail areas. This strategy was adopted in response to a change in funding by the Metropolitan Council for land acquisition. In 2008, the Metropolitan Council began requiring Implementing Regional Park Agencies contribute 25% of the cost to acquire land within the regional park areas. The Metropolitan Council would contribute 75% of the land acquisition costs. In previous years, the Metropolitan Council would reimburse Implementing Regional Park Agencies 100% for land that was needed for regional parks and trails.

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 \$250,000 for new projects consistent with the language of the constitutional amendment. For Carver County, two projects are identified for the funding. The first is Phase 2 of the Dakota Rail Regional Trail and the second is the TH 41 Trail Underpass at Lake Minnewashta Regional Park. These funds will be used as the local match to secure more than \$2.5 million in Federal Transportation Enhancement Grants.

Finally, the County hopes to once again shift County Program Aid ("CPA") from funding operations to pay-as-you-go capital projects for the 2013 Budget. An increase of \$68,750 is expected to be shifted to Parks & Trail CIP each and every year thru 2018 up to a total of \$350,000.

COUNTY FUNDED PARK & TRAIL CAPITAL PROJECTS

Dakota Rail Line Phase II

The former Dakota Rail Line has been abandoned. Railroad iron and ties have been removed. The salvage operation of iron and ties has left the corridor in a state of disrepair and rutted condition making the corridor hard to inspect and treat for weeds, which makes interim use for snowmobiling, hiking, and mountain biking difficult. Some additional cleanup work is needed to remove discarded rail ties and miscellaneous junk from the property.

Survey work has been done to identify railroad property and initial signage has been installed to identify the railroad boundary. Additional signage to identify the regional railroad property is needed in areas of encroachment.

This former rail line is inviting to snowmobilers, hikers and others looking to explore the corridor and adjacent scenic areas of the Crow River, Lake Waconia, and Lake Minnetonka. During 2006, the County process to develop a regional trail master plan for the Dakota Regional Trail was completed. This master plan supports a number of non-motorized uses. It also allows snowmobiling provided a permit is issued to a qualifying snowmobile organization.

Federal funding has been approved for the 2009-2010 and 2011-2012 funding cycles to construct a pedestrian trail from the east County line to the west County line. Federal funds are to provide 80% of the construction cost for the trail. The other 20% of construction cost, plus engineering services, will be financed by the Carver County Regional Railroad Authority, Carver County, and the Metropolitan Regional Parks System. Design and engineering work needed for the creation of construction documents on Phase II of the trail from the City of Mayer to the West county line nearing completion. Actual construction work is expected to begin 2012 with an expected completion date in 2013.

Lake Waconia Regional Park Land Acquisition

County Staff is working on acquiring park land consistent with the Lake Waconia Regional Park Master Plan. The County Board has adopted as one of its Legislative Initiatives, to continue the strategy to partner with the State Legislature and the Department of Natural Resources (DNR) with continued support from the Metropolitan Council for the acquisition of land needed for a boat access and other land at Lake Waconia Regional Park. Although the strategy has not been successful, progress was made by raising the level of awareness of the boat access project with upper level officials of the DNR and with area legislators. The County Board is expected to adopt this strategy as a Legislative Initiative for the 2013 bonding cycle.

Union Pacific RR

The Union Pacific Railroad decided in 2010 to abandon a rail line that connects Carver County to Scott County by a rail bridge over the Mississippi River. Scott County, Carver County, the Metropolitan Council, and the cities of Carver and Chaska formed an alliance and purchased the abandoned line through the Federal Rail Line Abandonment process in September, 2011. The majority of the funding for this land acquisition comes from the Metropolitan Council.

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.

Baylor Regional Park

Additional capital investment needs that are not currently funded in the Park and Trail CIP include the replacement of pavement for the Visitor Center parking lot, new pavement for roadways, and electrical service upgrade for campsite utility pads.

County and regional planning for Baylor Regional Park provides guidance for possible expansion of the park boundary. Funds for additional land acquisition for the park are not programmed.

Lake Minnewashta Regional Park

Minnewashta Regional Park continues in a state of under development. Gravel roadways will be in use for an undetermined amount of time, and development of municipal water and sewer in the park will be many years into the future.

The park is experiencing difficulties with stormwater. Stormwater runoff is eroding large gullies in the park which is an ecological concern due to the park's proximity to Lake Minnewashta and other wetland areas. A paved roadway with accompanying stormwater management facilities is an obvious need and would provide for sustainable use of the park.

The current design of the park and increased use has also created other operational issues that are difficult to manage. Currently, the park has two boat accesses that are not visible from the gate entrance/gatekeeper position. Boaters and other park users often ignore parking restrictions at the boat access. The gatekeeper is unaware of the parking situation and continues to send boaters to a full boat access parking lot exasperating the parking situation and causing confusion for boaters as to where they should launch their boat and park. The 2002 revised master plan for the park combines the two boat facilities and moves the gatekeeper position in close proximity to one combined boat access to monitor watercraft traffic and problems. Another operational issue is group use events. Minnewashta Regional Park hosts a number of large scouting activities. These activities compete with the same high-use space the general public has at the beach and picnic areas. The updated master plan converts Boat Access #2 to a group use facility separating the group activity and conflict from the general use public beach and picnic areas. Improvements to infrastructure and new facilities are requested but unfunded for this park area.

Lake Waconia Regional Park

Lake Waconia Regional Park is in need of a Phase I Development project to address sustainable and longer term usage of the park. The need for sewer and water services is becoming ever more apparent with sensitivity of septic systems near the lake and concern about possible contamination. At a time when sewer and water are brought into the park, site grading for a new restroom/lifeguard station/concession building, parking lot, storm water management and picnic areas should be included.

The restroom building, which was constructed in the late 1960s, was not designed as a change-house facility. There is insufficient space for routine changing of clothing while operating as a restroom building. Changing in toilet stalls is difficult due the lack of space, and the area is often wet from sweaty toilet fixtures making it poorly suited for changing clothing. The building is also not handicapped accessible. Future plans call for the construction of a new beach change house/restroom building. However, construction of new facilities such as the restroom building may not be constructed in the foreseeable future given the present funding allocation for regional parks.

Other identified needs that remain unfunded include a playground area, boat access, picnic shelters, parking, trails and site restoration. The County and the Regional Park System do not have a timeline that indicates when construction on these items could begin.

Please see the Park and Trails CIP and Met Council Advance Funding Reimbursement on the next pages for further details.

**PARKS & TRAILS
CAPITAL IMPROVEMENT PLAN - Fund #34
2012**

DESCRIPTION	PERCENT PAID BY Others	ESTIMATED YEAR NEEDED	ESTIMATED PROJECT COST	ESTIMATED PROJECT COST PLUS INFLATION		COUNTRY CIP	Federal Grant (1) /Other Sources
				2010	2011		
PHASE I - East County Line to Mayer Rail to Trail (1):							
Project Construction Costs	100%	2010	2,225,000	2,225,000	-		2,225,000
Park Land Acquisition - Local share (Advance funded by Reserves designated for park land acquisition)	0	2010	226,512	226,512	226,512		-
Lake Minnewashta Regional Park - Trail and Underpass	83%	2011	1,510,000	1,510,000	260,000		1,250,000
PHASE II - Mayer to West County Line Rail to Trail (1):							
Project Prelim Engineering Trail and TrailHead	0%	2012	220,000	220,000	220,000		-
Park Land Acquisition - Local share (Advance funded by Reserves designated for park land acquisition)	0	2013	700,000	728,000	728,000		-
Park and Trail Sustainability Projects	0	2014	300,000	324,000	324,000		-
Park and Trail Sustainability Projects	0	2015	300,000	337,000	337,000		-
Park and Trail Sustainability Projects	0	2016	300,000	351,000	351,000		-
Lake Minnewashta Regional Park - Phase I Development	0	2020	1,500,000	2,053,000	1,553,000		500,000
Lake Waconia Regional Park - Phase I Development	0	2025	3,000,000	4,618,000	3,118,000		1,500,000

Totals Project Costs		2012	2013	2014	2015	2016
	\$	10,281,512	12,592,512	7,117,512	\$	5,475,000
	\$	403,204	493,204	75,204	61,204	34,204
		50,000	50,000	50,000	50,000	50,000
		260,000	260,000	260,000	260,000	260,000
		-	-	-	-	-
		-	-	-	-	-
		(220,000)	(728,000)	(324,000)	(337,000)	(351,000)
PROJECTED YEAR END FUND BALANCE: (Fund #34) (2)	\$	493,204	75,204	61,204	34,204	(6,796)

Projected Cash Flows
 BEG. FUND BALANCE:
 Parkland Acquisition Levy
 Sales Tax Legacy Allocation
 Grant Reimbursement for Project Work Already Completed
 State Aid - 25% to Park & Trail CIP
 25% of County Debt Service for Bonds paid off in 2014
 One-Time Project Costs

PROJECTED YEAR END FUND BALANCE: (Fund #34) (2)

(1) Federal grants have been awarded to fund 80% of the trail construction costs.

PARKLAND ACQUISITION DESIGNATION - Fund #34
ESTIMATED COUNTY CONTRIBUTION (1) AND MET COUNCIL ADVANCE FUNDING SCHEDULE
 2013

DESCRIPTION	ESTIMATED YEAR NEEDED		ESTIMATED COUNTY CONTRIBUTION (1) AND ADVANCE FUNDING				
	2008	2009	2013	2014	2015	2016	2017
Parkland acquisition - Waconia Event Center \$2,511,061 - no County contribution:	-	-	-	-	-	-	-
Parkland acquisition	-	-	-	-	-	-	-
Parkland acquisition - Country Store \$858,664 - Local Contribution:	-	-	-	236,152	-	-	-
Parkland acquisition - \$1.95M UP Line acquisition - no County Contribution (CCRRA, Met Council, Scott)	-	-	-	-	-	-	-
Parkland acquisition	-	-	-	-	-	-	-
Parkland acquisition - Local contribution:	-	-	-	700,000	-	-	-
Parkland acquisition	-	-	-	-	-	-	-
Parkland acquisition	-	-	-	-	-	-	-
Parkland acquisition	-	-	-	-	-	-	-
Parkland acquisition	-	-	-	-	-	-	-
Parkland acquisition	-	-	-	-	-	-	-
Totals			\$ 2,986,643	\$ 2,336,643	\$ 2,574,143	\$ 2,624,143	\$ 3,049,143

		ESTIMATED COUNTY CONTRIBUTION (1) AND ADVANCE FUNDING				
		2013	2014	2015	2016	2017
BEG. FUND BALANCE:						
Board Designation to Advance Fund Park Land Acquisition						
Property tax levy designated for County's local share of Met Council reimbursemed park land acquisition.						
UP Line acquisition - purchase price loaned to CCRRA		50,000	50,000	50,000	50,000	50,000
UP Line acquisition - 100% Reimbursed by others		-	-	-	-	-
Met Council annual reimbursement for Parkland Acquisition paid out of \$4M Designation		-	187,500	-	375,000	-
Met Council up-front reimbursement for land acquisition		-	-	-	-	-
Parkland acquisition costs - reimbursable from Met Council		-	-	-	-	-
Parkland acquisition costs - County contribution (1)		(700,000)	-	-	-	-
PROJECTED YEAR END PARKLAND ACQUISITION RESERVE BALANCE: (Fund #34)		\$ 2,336,643	\$ 2,574,143	\$ 2,624,143	\$ 3,049,143	\$ 3,099,143

(1) Prior to 2009, the County was reimbursed by the Met Council for 100% of the parkland acquisition that was advanced funded by the County. Rules now in effect for any new purchases require a local contribution that is not reimbursable from the Met Council. A new \$50,000 capital levy for parkland acquisition has been collected starting in 2009 to accumulate funds for this local contribution.

Year Fully Reimbursed for WEC land acquisition by Met Council according to current formula (Country Store land acquisition reimbursed same year as purchase)

Beg designation	\$ 4,000,000
County contribution: new formula requires 25% local contribution	(926,152)
Remaining Board Designated Funds once fully reimbursed by Met Council	3,073,848
County Funds from \$50K Levy since 2009 thru 2017	455,674
Designated Funds for Park Land Acquisition	<u>\$ 3,529,522</u>

D. LAKE WACONIA EVENT CENTER CIP – FUND #02 (Restricted Funds)

In 2008, the County advance funded for the Met Council \$2.5 million for the Lake Waconia Ballroom land acquisition consistent with the County's Master Plan for Lake Waconia Regional Park (LWRP). While the land acquisition was a key element of Park's Master Plan, the Ballroom facility was not. However, since implementing the LWRP Master Plan is not anticipated in the foreseeable future, the County Board was interested and the Met Council was willing to allow the Ballroom to stay open until the County was ready to implement the next phase of the LWRP Master Plan. Thus, after considering several potential operators, the County signed a six-year lease agreement with Lancer Hospitality to operate the Ballroom facility. Lancer Hospitality operates facilities under similar lease agreements with a number of other organizations throughout the Twin Cities including the State of Minnesota's Minnesota Zoo and the City of Brooklyn Center's Edinburgh Clubhouse.

In May 2009, Lancer Hospitality started operating the ballroom facility as the Lake Waconia Event Center. Under the terms of the lease agreement, Lancer pays 12% of its gross receipts to the County.

Any funds the County receives from Lancer Hospitality is required to be spent within Lake Waconia Regional Park, including the Event Center Building, in compliance with the Met Council's advance funding agreement.

Please see Lancer Hospitality's 2013 Business Plan and the Lake Waconia Event Center CIP on the next pages for more details.

Lancer Hospitality

Lake Waconia Event Center

Business Plan for October 1, 2012 to October 1, 2013

Lancer Hospitality holds the facility management contract for Lake Waconia Event Center. The Event Center is the location of a variety of public and private events. Private events at the facility include wedding receptions, corporate events and other social functions. Public events include dances, comedy shows and musical performances.

- I. **Scope of Operations:** Lancer will continue to book and host a variety of catered events at Lake Waconia Event Center. While we expect to host more wedding receptions than anything else we will also market the Event Center for holiday parties, retirement dinners, bar and bat mitzvahs and other social events. Lancer will also continue to host public events in which we book entertainment and invite the community to attend. These events in the past have included comedy shows and musical performances.
- II. **Marketing:** Lancer will market the facility in a variety of ways including:
 - a. Print advertising in the circular publication MN Bride
 - b. Our Lake Waconia Event Center page on the Lancer Catering website
 - c. The promotion of the Lake Waconia Event Center at 2 to 3 wedding shows
 - d. Posting the Event Center on the Knot.com wedding planning website
 - e. Radio advertisements
 - f. Print advertising in business publications such as Minnesota Meetings and Events and the Business Journal.

Lancer will also promote the facility through professionally crafted sales collateral and menus. Lancer's marketing department will ensure that every piece of communication that comes from or about Lake Waconia Event Center reflects a polished, professional image.

- III. **Capital Improvements:** Lancer is working closely with the county to coordinate the updates needed for smooth operations and to comply with code issues. We hope that with increased traffic and use of the facility it will become financially viable for us to install ventilation hoods in the kitchen and build-out that space so that the kitchen can become a full-service on-site kitchen. We have undertaken such projects at other facilities we serve and are confident in our ability to accomplish this project if we can

increase use of the space to the degree necessary to support this level of capital investment. If revenue projections are realized kitchen build-out would take place within two years.

- IV. Revenue Projections:** For 2013 and beyond, Lancer projects hosting 30+ wedding receptions, 10+ corporate and social private catered events and 5+ public entertainment events. Gross revenue projected for 2013 and beyond is \$350,000.

LAKE WACONIA REGIONAL PARK - WACONIA EVENT CENTER
 CAPITAL IMPROVEMENT PLAN - Restricted Funds (Fund #02)
 2013

DESCRIPTION	ESTIMATED YEAR NEEDED	ESTIMATED PROJECT COST	(Includes Adjustment For Inflation)		
			COUNTY	MET COUNCIL	LANCER
Landlord Responsibility - County:					
Parking lot - 50/50 split with Lancer	2014	30,000	15,600	-	15,600
Regional Park Responsibility - Met Council (1): (Advance Funded by County)					
Master Plan Development Phase I - Professional Services	2015	25,000	-	27,000	-
Connect Regional Park Buildings to City Sewer System	2021	250,000	-	342,100	-
Tenant Responsibility - Lancer:					
Update kitchen, building interior and exterior	2014	200,000	-	-	208,000

	2013	2014	2015	2016	2017
Total Project Costs		\$ 505,000			
Projected Cashflow:					
Beginning Restricted Funds Cash Balance:	\$ (2,653)	\$ 18,347	\$ 23,747	\$ 44,747	\$ 65,747
County's Building Rental Income Based on a Percentage of Lancer's Gross Receipts (2)	42,000	42,000	42,000	42,000	42,000
Building Facility/Equipment Repair and Replacement	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
Building and Grounds Insurance Premium	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)
County Funded Capital Projects	-	(15,600)	-	-	-
PROJECTED YEAR END CASH BALANCE - RESTRICTED FUNDS (3):	\$ 18,347	\$ 23,747	\$ 44,747	\$ 65,747	\$ 86,747

(1) County cash flows the project costs from Board designated funds for park land acquisition which are then reimbursed by the Met Council.
 (2) Lancer projected gross receipts of \$350K @ 12%.
 (3) Use of these funds is restricted by Met Council bonding authority which was used to fund the land acquisition and the Ballroom.

E. REGIONAL RAIL AUTHORITY CIP – FUND #15

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

Please see the Regional Rail Authority CIP on the next page for more details

VI. BONDING AND DEBT SERVICE

The long term financial plan identifies the necessary financial capacity for the County's building, road & bridge, and park & trail projects for the next 10 to 15 years.

The County is currently working with Scott County and the State of Minnesota on a potential HWY 101/61 bridge and road project. The County Board designated \$3 million of reserves from 2011, primarily resulting from 2011 vacancy savings, and set aside in the 2013 Budget \$425 thousand of new debt service levy for this project.

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

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

Please see the 5 year Debt Service schedule on the next page for more details.

**CARVER COUNTY
CHASKA, MINNESOTA
COMBINED SCHEDULE OF BONDS PAYABLE
December 31, 2012**

Bond Type	Interest Rates	Payment Due Date	Original Amt. Issued	Amount Outstanding 12/31/12	2013	2014	2015	2016	2017	2018 to 2022	2023 to 2024
2005 G.O. Capital Improvement											
Principal.....		2/1	10,000,000	6,345,000	\$690,000	\$720,000	\$745,000	\$775,000	\$805,000	2,610,000	-
Interest.....	3.5-4.2%	2-1/8-1		1,074,494	238,738	211,595	183,394	153,940	122,728	164,099	-
Total				7,419,494	928,738	931,595	928,394	928,940	927,728	2,774,099	-
2008A General Obligation											
Principal.....		5/1	18,695,000	11,990,000	1,980,000	2,040,000	760,000	785,000	815,000	4,580,000	1,030,000
Interest.....	3.0% - 4.0%	5-1/11-1		2,261,988	409,550	344,225	297,775	270,738	240,700	678,400	20,600
Total				14,251,988	2,389,550	2,384,225	1,057,775	1,055,738	1,055,700	5,258,400	1,050,600
2008B General Obligation											
Principal.....		2/1	5,020,000	4,275,000	280,000	295,000	305,000	320,000	330,000	1,875,000	870,000
Interest.....	4.0% - 4.8%	2-1/8-1		1,250,847	180,098	168,598	156,598	144,098	131,098	428,223	42,134
Total				5,525,847	460,098	463,598	461,598	464,098	461,098	2,303,223	912,134
2012A General Obligation Tax Abatement											
Principal.....		2/1	1,460,000	1,460,000	-	125,000	125,000	125,000	130,000	530,000	425,000
Interest.....	0.6-2.6%	2-1/8-1		191,466	24,393	24,018	23,143	22,018	20,580	61,455	15,859
Total				1,651,466	24,393	149,018	148,143	147,018	150,580	591,455	440,859
Total Debt											
Principal.....			35,175,000	24,070,000	2,950,000	3,180,000	1,935,000	2,005,000	2,080,000	9,595,000	2,325,000
Interest.....				4,778,795	852,779	748,436	660,910	590,794	515,106	1,332,177	78,593
Total				28,848,795	3,802,779	3,928,436	2,595,910	2,595,794	2,595,106	10,927,177	2,403,593

VII. OPERATING BUDGET FINANCIAL CHALLENGES

The most significant cost driver for future operating budgets is the staffing costs needed to address the increasing service demands from a growing county. Thus, key financial strategies have been developed to focus on three issues related to personnel costs:

A. Levy-Funded Full-Time Equivalent (FTE) Employees Per 1000 Residents

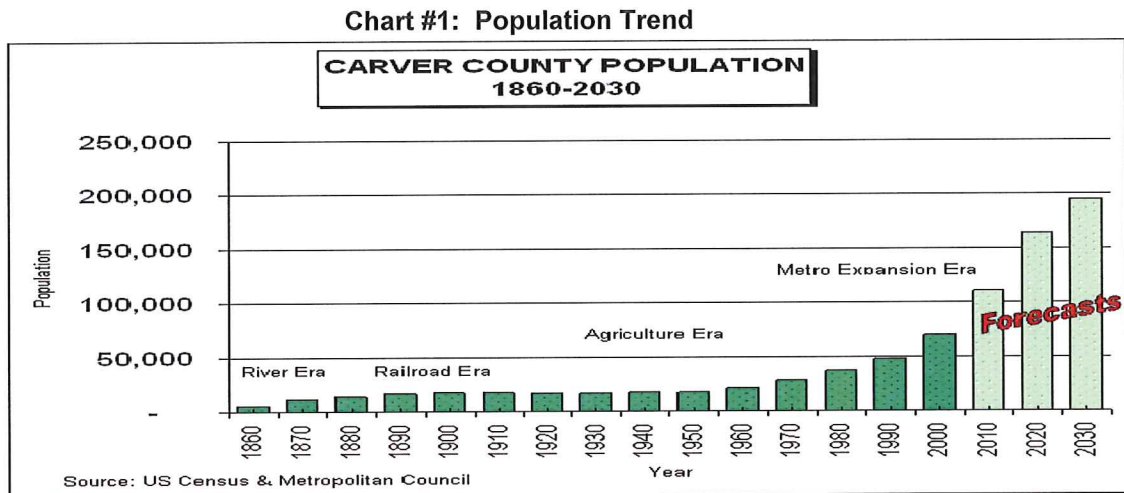


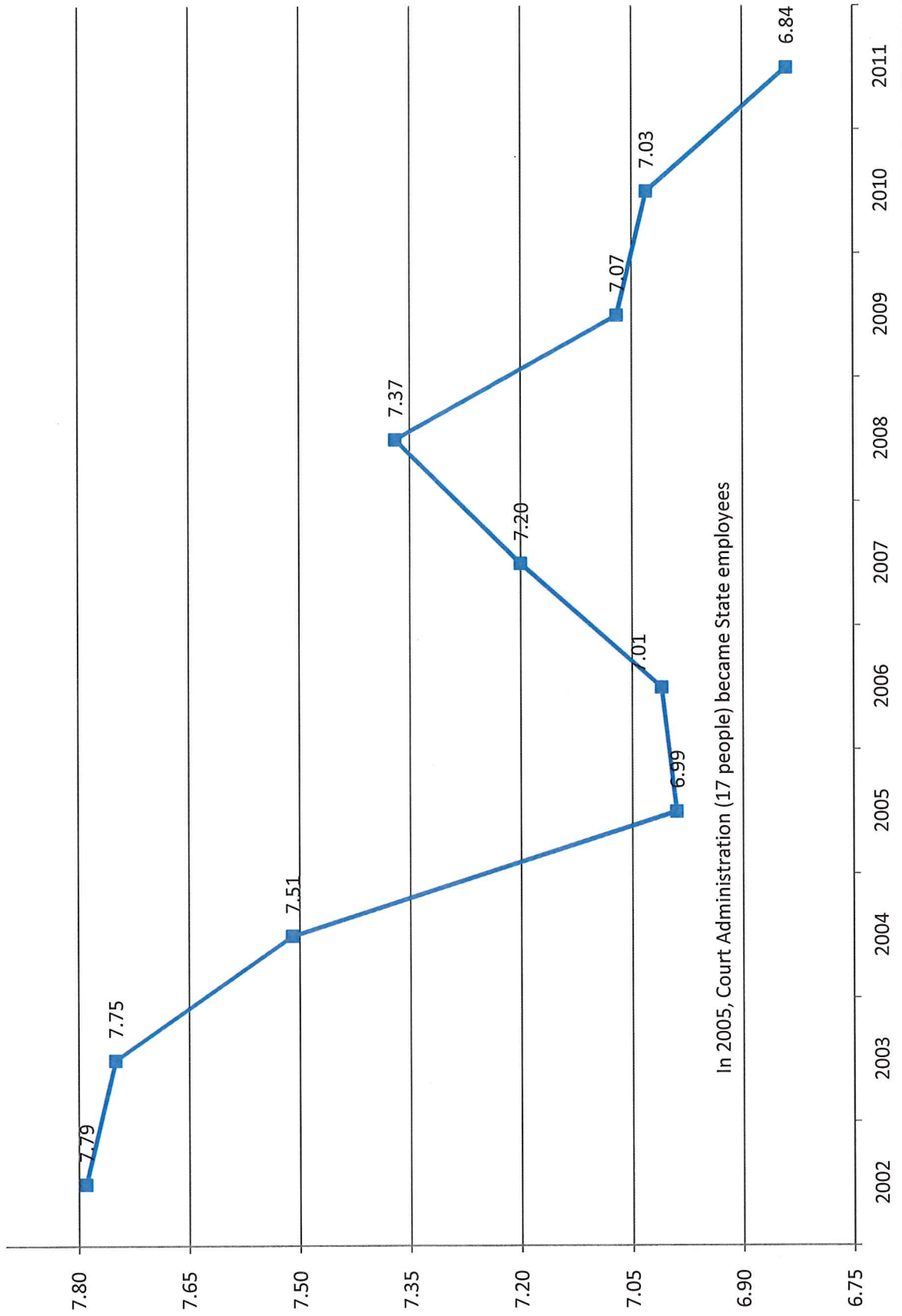
Chart #1 shows the dramatic forecasted increase to almost 200,000 residents by the year 2030. The County's primary strategy to finance increasing service demands from population growth is to hire additional Full-Time Equivalent (FTE) employees at a slower rate than the County's overall growth by:

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 new focus on LEAN/Kaizen Events which has emerged as a successful new tool to increase process management 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. Develop a pay-for-performance model that rewards outstanding performance: Two employee groups will be on pay-for-performance for 2013 as a pilot project to begin to transition the County from the current legacy step pay model to a pay-for-performance model.

The following levy-funded FTE Per Thousand Residents graph will be used to measure the County's overall progress of this strategy.

The following 5 year levy funded FTE projection was created to assist in planning for the County's future staffing needs.

County Employees per 1,000 Citizens 2002-2011



FTE List by Division

5 Year Projection

	2012 Approved	2012 Changes	2012 Final	2013 Requested Changes	2014 Projection	2015 Projection	2016 Projection	2017 Projection	2018 Projection
DIVISION:									
County Administration*	7.00	-	7.00	-	-	-	-	-	-
DIVISION:									
Administrative Services	85.32	0.60	85.92	(0.30)	3.20	2.00	0.50	1.00	-
DIVISION:									
Attorney's Office	28.88	-	28.88	0.32	-	-	-	-	-
DIVISION:									
1st Judicial District	14.55	-	14.55	1.50	-	-	-	-	-
DIVISION:									
Employee Relations	9.00	-	9.00	-	1.00	-	-	-	-
DIVISION:									
Financial Services	7.70	-	7.70	-	-	-	-	-	-
DIVISION:									
Property Records & Taxpayer Services	40.90	-	40.90	-	-	-	-	-	-
DIVISION:									
Public Health & Environment	46.23	0.10	46.33	(1.00)	0.40	-	-	-	-
DIVISION:									
Public Works	55.14	-	55.14	2.00	-	-	-	-	-
DIVISION:									
Sheriff's Office	159.26	(3.00)	156.26	-	-	-	-	-	-
DIVISION:									
Social Services	170.30	0.90	171.20	0.50	0.06	3.24	0.50	0.90	-
DIVISION:									
County Totals	624.27	(1.40)	622.87	3.02	4.66	5.24	1.00	1.90	-

* Includes Commissioners

** Currently projections are not included, will be added for the final version.

*** Portion of FTE that is levy funded

B. Employee Health Insurance Costs

In 1996 when the County went out for health insurance bids, only one major health insurance carrier offered a bid and the two major carriers indicated they would not be bid for the County's future business until the County provides 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 lifestyles choices: what we eat, smoking, alcohol and drug use, etc. In 2008, the County Board approved the creation of a Wellness Committee to create a healthier culture at the County. Employee awareness, participation and support for the various Wellness programs and activities has been growing and is expected to continue in the future.

For 2011, insurance premiums increased by just over 2% and premiums for 2012 actually decreased as a result of very competitive bidding for the County's 5 year contract. In addition, favorable rate caps are in place for the next five years. To keep the positive momentum going, the County is focusing on two new strategies:

3. \$ Incentives/Penalties to Encourage Basic Health Activity and Improve County-Wide Biometrics

For 2012, the Health Break Committee developed a \$100 incentive for employees who do a basic level of preventative steps like screenings, health assessment, dental check-up, exercise, etc.

For 2013, the Health Break Team and the Insurance Labor Management Committee will evaluate the cost/benefit/participation for the \$100 incentive compared to other options like assessing penalties for employees who don't participate in the County's wellness program.

In addition, the Team and Committee plan to continue analyzing the County's aggregate health care utilization records (records that cannot be

traced to the individual employee) to find information that will be useful when considering future Plan Design and/or Education/Wellness program changes. The goal is to mitigate/lower areas of high claims in the County's health care utilization.

4. Self-Insure

The Health Care Labor Management Committee is researching the possibility of self-insuring for health insurance as a strategy to save on health insurance costs.

C. Other Post-Employment Benefits (OPEB) - GASB Statements 43 & 45

The Governmental Accounting Standards Board (GASB) requires that governments disclose the actuarial valuation of their post-employment benefits in their financial statements. Governments are not required to fund this liability or make a contribution. However, many governments advance funding their OPEB liability with an OPEB Annual Contribution because:

- Rating agencies view a large, unfunded OPEB Liability as an increased risk that could negatively impact a government's credit rating.
- State statutes create an opportunity for OPEB contributions to earn a higher interest rate if they are deposited in a separate trust.

As background, Carver County has two types of post-employment benefits:

- Subsidized Health Insurance Payments – For employees hired before June 1, 2010, Carver County Policy provides employees who retire at or after age 60 with at least 20 consecutive years of service, the same coverage as an active employee until eligible for Medicare. The contribution for this coverage has been capped by the County Board at its current contribution level and is not expected to increase with medical trend.
- Access to Group Insurance – MN Statutes requires that pension-eligible retirees be given access to the County's group insurance plan for the same premium as active employees until Medicare eligibility (retiree pays 100% of the premium). The State mandate that blends the premium for more costly to insure retirees and the less costly active employees creates what is called an Implicit Rate subsidy.

The annual actuarial contribution for these two benefits, commonly referred to as the OPEB Annual Contribution, is \$1,019,997 as of 1/11/11. The majority (approximately three-fourths) of Carver County's OPEB Contribution is attributed to the State Law requiring Retiree's Access to Group Insurance.

In the 2009 - 2013 Budgets, the annual levy allocation for OPEB was increased by \$100,000 each year to a total of \$500,000 in 2013. In addition, the county budgets \$175K for contributions to retired employees for health insurance. The plan is to increase by \$100K for 5 more years (2014 – 2018) which will put our annual contribution slightly above the actuarial contribution starting in 2018. This over funding would continue until the county catches up on its accumulated liability for the initial years when the County's actual contribution was below its actuarial contribution.

D. Building Security

Building security is an emerging county wide issue that needs County Board and staff attention. A cross-section of County staff is in the process of developing a plan to gradually increase the security of the County's building. The cost of these phases will be operating costs due to increased labor as well as capital for new screening equipment and building remodeling. The goal is to start implementing high-impact, low-cost changes as soon as possible and then identify the projects with medium to high cost as well as possible funding sources. \$50,000 of one-time funds was set aside in the 2011 Budget to develop an initial plan for increasing building security and a \$100,000 levy allocation to the Building CIP has been included in the Administrator's Recommended 2013 Budget . This new funding source has been added to the Building CIP to provide funding for security projects over the next several years.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to set the Preliminary 2013 Carver County Water Management Organization Levy

Primary Originating Division/Dept:

Meeting

Date:

Item Type:

Contact: Title:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

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

The levy request below is for the special taxing district making up the CCWMO. The levy consist of funds for projects plus general operating expenses. Attached is a list of recommended projects for 2013. General operating expenses include staff time, Carver Soil & Water Conservation District (SWCD) allocation, general engineering, development review expenses, training, mileage, equipment repair & maintenance, per diem for Water, Environment, & Natural Resource (WENR) Committee meetings, educational expenses, and the Low Impact Conservation fund.

The comparison from 2012 to 2013 shows a zero percent increase as follows:

WATERSHED	2013 LEVY REQUEST	2012 LEVY	CHANGE
CCWMO Taxing district	\$ 524,984	\$ 524,984 (total)	\$ 0

ACTION REQUESTED:

Motion to set the preliminary 2013 CCWMO levy at \$524,984.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

CCWMO Levy

Total

Related Financial/FTE Comments:

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

Office use only:

RBA 2012- 1323



Memo

Date: August 27, 2012
To: County Commissioners
From: Paul Moline, Planning & Water Management
Re: CCWMO Project Funding 2013
cc. Dave Hemze, County Administrator
Randy Wolf, PHE Director
WENR Advisory Committee Members

At their May meeting, the Water, Environment and Natural Resource Advisory (WENR) Committee recommended project funding for 2013 Carver County Water Management Organization (CCWMO) dollars. The staff request and subsequent committee recommendation was based on the following factors/considerations:

- The CCWMO evaluation process adopted in 2007 which ranks projects based on a series of criteria.
- Recent requests for project funding.
- Projects identified in the 2010 CCWMO plan
- Funds committed to matching grant agreements.

Based on these factors, the following project recommendations for 2013 CCWMO funds are:

1. Benton Lake Fish Barrier - Remove rough fish from Benton Lake Watershed, install a fish barrier at the outlet of Benton Lake, and introduce a new healthy fish community to the lake. Could be used as match for larger project if outside grant funds are secured.

RECOMMENDATION: Include \$25,000 in 2013 CCWMO budget request.

2. Wetland Restoration Feasibility Study - Identify and prioritize potential restoration sites in the watershed. The project will help meet the CCWMOs goal of improving the quantity and quality of wetlands in the watershed.

RECOMMENDATION: Include \$20,000 in 2013 CCWMO budget request.

3. 2013 SSTS DDS Incentives - Project funds continue the SSTS direct discharge program in 2013. Incentives for eliminating direct discharge SSTS systems in the Bevens/Carver creek TMDL watersheds and for first come-first serve volunteers CCWMO wide.

RECOMMENDATION: Include \$50,000 in 2013 CCWMO budget request.

4. Grant Match - Required Grant match Fund for existing Burandt, Reitz and Hydes Grant match and potential 2013 CWL applications.

RECOMMENDATION: Include \$28,000 in 2013 CCWMO budget request.

TOTAL = \$123,000

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Carver County Community Development Agency (CDA) 2013 Final Budget -- PH/E

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The purpose of this Request for Board Action (RBA) is to request a levy of \$1,798,927 for the 2013 budget which reduces the impact on a \$252,000 home by \$5.96. The overall budget is a 13.06% reduction from the 2012 budget.

The Carver County Community Development Agency (CDA) administers a variety of rental housing programs in Carver County that assist households with various affordable housing options. It also provides Economic Development services to cities as requested, administers a Business Loan program and partners with other funding options for businesses.

The Carver County CDA presented its proposed 2013 budget and tax levy at the August 14th, 2012 Budget Work Session

Please see the attachments which include the 2013 Budget Resolution, 2013 Budget Narrative and the 2013 budget summary.

ACTION REQUESTED:

Resolution approving the 2013 proposed budget and payable 2013 tax levy of the Carver County Community Development Agency and certifying said levy to the County Auditor.

FISCAL IMPACT:

FUNDING

If "Other", specify:

FTE IMPACT: None	County Dollars =	
		\$1,798,927.00
	Total	\$1,798,927.00

Related Financial/FTE Comments:

The CDA's special benefit tax levy if spread upon all property with in Carver County and is completely separate from the County's property tax levy. The proposed 2013 CDA special benefit tax levy will have a decrease of \$5.96 on the average valued home in Carver County.

Office use only:

RBA 2012- 1327

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

Date _____ **Resolution No.** _____

Motion by _____

Seconded by _____

**RESOLUTION APPROVING THE 2013 PROPOSED BUDGET AND PAYABLE 2013
TAX LEVY OF THE CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY
AND CERTIFYING SAID LEVY TO THE COUNTY AUDITOR**

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

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

WHEREAS, the Agency has by resolution duly approved and adopted its 2013 budget and levied the special benefits tax, payable 2013, subject to the approval of the Carver County Board of Commissioners (the “Carver County Board”); and

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

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

1. The County has previously approved the levy by the Authority for taxable year 2011 and any subsequent years of taxes upon the taxable property in the County in amounts pledged by the Authority to pay debt service with respect to its outstanding housing development bonds. In addition, the County hereby approves the levy by the Authority for taxable year 2013 of taxes upon the taxable property in the County in the amounts specified for purposes other than such debt service in the Authority’s annual budget upon the taxable property in the County.
 2. The Authority’s requested levy of \$1,798,927 for taxes payable 2012 is hereby certified to the County Auditor.
 3. A copy of this Resolution shall be furnished to the Authority through its Executive Director by the County Administrator.
-

YES

NO

ABSENT

=====

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 4th day of September, 2012, now on file in the Administration Office, and have found the same to be a true and correct copy thereof.

Dated this 4th day of September, 2012.

David Hemze
David Hemze, County Administrator

Carver County Community Development Agency

MISSION STATEMENT:

“The Carver County Community Development Agency through collaboration and partnering shall provide affordable housing opportunities for Carver County residents through construction of new housing and maintenance of existing housing and foster economic and community development to cities in Carver County.

2013 Budget Narrative

For the 2013 budget, the Carver County Community Development Agency (CDA) is requesting a levy of \$1,798,927 which reduces the impact on a \$252,000 home by \$5.96. The overall budget for the CDA is a 13.06% reduction from the 2012 budget. Since 2009, the CDA has sustained about a \$320,000 cut to the levy. In 2012 we cut an additional four staff that allows us the ability to move into 2013 without additional cuts. If cuts were to take place, it would be due to grant funded positions.

Rental Housing Programs

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

Public Housing - The CDA owns and operates a Federally subsidized Public Housing Rental Program that consists of 81 units scattered thru-out the county that range from apartment style units to single family homes. This program is for households at or below 80% of Area Median Income (\$44,950 for 1 person). The CDA waiting list is currently open for applicants to apply.

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

The CDA owns four rental developments within the county that consist of affordable, work force housing; over 200 units that range from efficiency type units to three-bedroom townhomes.

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

Housing Counseling -Fiscal years:

Oct 1, 2010 - Sept 30, 2011 assisted 2545 clients

Oct 1, 2011 – June 30th, 2012 assisted 1014 clients (partial year third quarter data as reported to HUD)

Of those 1014 clients, 238 were “underserved populations”, i.e. people of color, single head of household, disabled head of household

Incomes Served:

30-<50% of Area Median Income (AMI)	505 households
50%-79% of AMI	240 households
80%-100% of AMI	136 households
100% of AMI	133 households

Counseling Services Provided:

- 57 Home Buyer Education Services
- 687 Mortgage Delinquency Counseling
- 7 Home Maintenance Inquiries
- 257 Rental Asst. Counseling
- 6 Homeless/Displacement

Carver County Sheriff sales from January 1 - June 30th, 2012 were at 141. The CDA continues to be a high performing agency through its key partnerships with the Minnesota Housing and Home Ownership Center coupled with its recent achievements the CDA will continue to be a viable resource to residents of Carver County for their housing counseling needs.

CDA Economic and Community Development Programs

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

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

- The CDA actively works with Carver County cities, Chambers of Commerce and local businesses to promote Carver County as a prospective place to locate their business.
- The CDA provides technical assistance to cities and their businesses with expansion plans; and to develop funds for development and redevelopment projects.

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

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

2012 Major Accomplishments & Challenges

Commercial/Industrial Projects:

Chaska

1057 and 1059 Stoughton Avenue Redevelopment Project: The Carver County CDA and City of Chaska jointly financed a redevelopment project at two historic Chaska Brick buildings that were vacant and falling into disrepair. The CDA loaned \$150,000 to project developer Topaz Investments, LLC (Jason Palmby) of Chanhassen for purposes of acquiring and redeveloping the buildings for lease to CD Recovery Services, Inc. for the creation of a minimum of 8 new jobs and the rehabilitation of two historic structures near downtown. 5 Star CD Recovery Services operates the facilities as a residential chemical dependency treatment center for men. The City provided a \$25,000 loan in partnership with the CDA. Majority mortgage funding of the project was provided by Security Bank of Waconia. The project began in July 2011 and was completed in spring of 2012.

Waconia

Ground Round Restaurant: The Carver County CDA, City of Waconia, U.S. Small Business Administration and Security Bank of Waconia jointly financed a construction project for a new approximately 5,000 square foot \$2.6 million Ground Round Restaurant that broke ground on June 27, 2012. The project will create approximately 30 full time job equivalents, and 60+ total including part-time. The new restaurant is located on the north side of highway 5 adjacent to the AmercInn Hotel and within close proximity to Ridgeview Hospital.

NYA

The CDA extended a \$50,000 loan for Auto Body Specialties in NYA for an additional three year period and the borrower retained two full time jobs and the project was jointly financed by the Carver County CDA and Citizens Bank NYA.

Projects undertaken in 2012

- **Carver:** The CDA purchased 36 acres in Dahlgren Township along County 11 south of new Highway 212 in 2010. The CDA and City of Carver are working together to develop plans for a transit oriented design project and the eventual development of the remaining 32 acres. The first phase development will be designed in 2012-2013 with construction planned to begin on phase one infrastructure and the 50 units of single family housing and 400 Unit Park and Ride spring of 2013.
- At full build out, the CDA and City of Carver envision the following for the property:
100 units of senior assisted living (private developer)

100 units of workforce rental housing

400 stall park and ride to be operated and serviced via contract by Southwest Transit

50 single family housing units to be developed and owned by private for profit builders

Connector roads, water and sewer, regional stormwater pond, park area, trail connections, COFI fiber served

Small retail area on northeast corner of site

- **Waconia:** The Carver County CDA is planning and developing a financing plan for a new approximately 75 unit workforce rental apartment building to be called Trails Edge South located on Airport Road south of Target. The CDA has been applying for grants and low interest loans from the State DEED and Metropolitan Council for funding of a portion of the project. The CDA would like to begin construction in 2013-2014.
- **Chaska:** The Carver County CDA and the City of Chaska are working closely together on developing ready to build sites for new data centers. The recently developed and constructed 250,000 sq. ft. United Health Care data center has placed the City of Chaska high in the ranking in Minnesota with larger companies seeking to build data centers. The CDA is currently working with the City, Greater MSP Economic Development Partnership, DEED and commercial real estate brokers and data center developers to enhance the viability, visibility, and marketability of developing additional data centers in Chaska. Chaska is a strong candidate and is currently the most competitive site location in Carver County due to the fact it has its own City utility, allowing it to negotiate rates up front and be more cost competitive for the long run. In addition, it is located along Highway 212 and the brand new extended and enhanced County Road 10 with a newly installed Carver County Fiber Ring and a newly developed City of Chaska substation uniquely developed to serve additional growth and data centers in the vicinity.

Special Studies/Projects:

- **Multi-Modal Rail Facility**

The CDA continues to work with the County, City of NYA and rail developers to continue these efforts.

- **Carver County Fiber Ring Project**

The CDA is an active participant and financial partner with Carver County to develop and implement the COFI fiber network throughout Carver County and to the following CDA properties:

Oak Grove City Center NYA
Carver 36 acres Transit Oriented Development
Waconia Trails Edge South Apartments Airport Road
Chaska Brickyard Apartments
Chaska Waybury Apartments

Chanhassen Centennial Apartments
Waconia Crossings

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

The CDA and all cities in Carver County, as of September 1, 2012 running for one year through July 31, 2013 will be partnering with the MCCD, an association of nonprofit community development organizations committed to expanding the wealth and resources of neighborhoods through housing and economic development initiatives, on the “Open to Business Program”. The program, which provides technical assistance and entrepreneurial consultants to small businesses, has been a model success program since its establishment in 2010. Current members of the Open to Business program that Carver County will be joining include the following:

Blaine
Bloomington
Burnsville
Brooklyn Park
Coon Rapids
Crystal
Excelsior
Lakeville
Minneapolis
Minnetonka
Richfield
Robbinsdale
Roseville
Shorewood
St. Anthony
St. Louis Park

*Dakota County CDA in January 2013

In addition, the MCCD operates a loan fund. This MCCD loan fund could work in conjunction with the CDA Business Loan Fund and newly introduced SWIF Microloan Program recently offered to Carver County by the US Small Business Administration. Jointly participating in loans with the MCCD’s loan program could reduce the CDA’s risk, allow for more loan dollars to come into the County and provide for additional loan dollars and services that the CDA currently lacks due to its current budget.

Ongoing Initiatives

- Develop workforce, senior, and affordable housing in Carver County so workers can live and work here in Carver County, which will support economic development and business throughout the county.

- Promote redevelopment within the cities of Carver County through new mixed use projects which promote downtown living and shopping.
- Plan and integrate economic development and housing projects that will occur as the result of the Highway 212 corridor being improved.
- Provide marketing, technical assistance to cities, and business finance resources to industrial and business park developments in the county.
- Establish and maintain high quality service with interested stakeholders to build a collegial working relationship that contributes to CDA initiatives.
- Participate in the Greater MSP Economic Development Partnership; represent Carver County as the Public Sector Representative on the Greater MSP Advisory Group; Serve on Greater MSP Operational Protocol Committee; work in conjunction with Private Sector Greater MSP Representative Jon Holt, Chairman of Super Radiator Coils, Chaska.
- Work towards attracting new sources of capital and investment to Carver County.
- CDA integration of SharePoint software use in conjunction with Carver County IT and Public Health and Administrative staff
- Joint CDA-Carver County Public Works fuel purchasing and maintenance of CDA vehicles
- Enhanced partnerships with Carver County and GIS applications
- .

COMMUNITY DEVELOPMENT AGENCY BUDGET SUMMARY

GENERAL FUND	2012 Budget	2013 Requested Budget	Dollar Inc/Dec.	Percent Inc/Dec.
REVENUES				
Total Administrative Revenues	427,995	350,220	(77,775)	-18.17%
Total Pass-Through Grant Funds	584,420	272,472	(311,948)	-53.38%
Total CDA Special Benefit Levy	1,936,133	1,798,927	(137,206)	-7.09%
Total Revolving Loan Funds	155	100	(55)	-35.48%
Total Other Revenues	1,054,248	1,058,424	4,176	0.40%
TOTAL REVENUES	4,002,951	3,480,143	(522,808)	-13.06%
EXPENDITURES				
Total Administrative & Operating Expenses	2,705,529	2,420,501	(285,028)	-10.54%
Total Pass-Through Grant Funds	584,420	272,472	(311,948)	-53.38%
Total Other Expenditures	713,002	787,170	74,168	10.40%
TOTAL EXPENDITURES	4,002,951	3,480,143	(522,808)	-13.06%
DIFFERENCE BETWEEN GENERAL FUND REVENUES & EXPENDITURES	-	-	-	0.00%
ENTERPRISE FUND				
Total Apartment Buildings Revenues	4,520,469	4,436,603	(83,866)	-1.86%
Total Apartment Buildings Expenditures	4,520,469	4,436,603	(83,866)	-1.86%
DIFFERENCE BETWEEN ENTERPRISE REVENUES & EXPENDITURES	-	-	-	0.00%
TOTAL CDA DIFFERENCE BETWEEN REVENUES & EXPENDITURES	-	-	-	-

Carver County Community Development Agency

For the 2013 Budget, the Carver County Community Development Agency (CDA) 2013 levy has been reduced by \$137,206 as a result of a 2011 State Law change related to the Homestead Market Value Credit.

The following table summarizes the budget for the CDA.

Carver County Community Development Authority						
Budget Summary	2011 Actual	2012 Budget	2013 Requested	2013 Approved	% Change 2012-2013	Change In Levy
Revenue total	7,153,757	6,587,287	6,117,819		(7.68%)	(137,206)
Expenditure total	9,118,857	8,523,420	7,916,746		(7.67%)	
Tax dollars needed	1,965,100	1,936,133	1,798,927		(7.63%)	

The attached chart summarizes the proposed 2013 Budget changes compared to the 2012 Budget.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approve a Preliminary 2013 Levy for the Regional Rail Authority ("CCRRA")

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="9/4/2012"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Division Director"/>	Item Type: <input type="text" value="Ditch/Rail Authority"/>
Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Division Director"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

The CCRRA is requesting \$120,000 levy for 2013. The amount remains unchanged since 2008. This levy amount will be used for preservation of infrastructure and maintenance of CCRRA property as well as for development of trails on rail banked corridors.

The day to day stewardship (e.g. weed control, tree trimming, cleanup, grooming, sweeping, drainage corrections etc) of the Dakota Rail and Union Pacific Rail corridors is proposed to be accomplished with the addition of a new Parks/Highway Maintenance Worker position for 2013. The position is proposed to be funded 50% out of the CCRRA levy and 50% out of the Public Works Road and Bridge fund. The 50% from CCRRA will be transferred to the Road and Bridge operating budget. This position will perform CCRRA corridor maintenance in the summer and plow snow on the county highways in the winter.

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

ACTION REQUESTED:

Motion to approve setting the CCRRA's 2013 preliminary tax levy at \$120,000.

FISCAL IMPACT: <input type="text" value="Other"/> If "Other", specify: <input type="text" value="Levy Request"/>	FUNDING <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$120,000.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$120,000.00</td> </tr> </table>	County Dollars =	\$120,000.00			Total	\$120,000.00
County Dollars =	\$120,000.00						
Total	\$120,000.00						
FTE IMPACT: <input type="text" value="Increase budgeted staff"/>							

Related Financial/FTE Comments:

The CCRRA's levy is proposed to pay for 50% of a new FTE in Public Works. This Parks/Highway Maintenance Worker position will perform CCRRA corridor maintenance in the summer and plow snow on the county highways in the winter. The CCRRA's 2013 preliminary tax levy of \$120,000 will have a decreasing tax impact on an average value home.

Carver County Regional Rail Authority

Description

The Carver County Regional Rail Authority (CCRRA) is governed by five Commissioners appointed by the Carver County Board of Commissioners. In Carver County the CCRRA Commissioners are the County Board Commissioners. The Public Works Division manages projects and work activities for the CCRRA. The purpose of the CCRRA is to provide for the preservation and improvement of local rail service for agriculture, industry, or passenger traffic and provide for the preservation of abandoned rail right-of-way for future transportation uses, when determined to be practicable and necessary for the public welfare, particularly in the case of abandonment of local rail lines. The CCRRA levies separately from Carver County to fund regional rail projects and activities. **The proposed 2013 levy is \$120,000, the same as 2012.** Several other funding sources are used to augment the CCRRA levy for property acquisition, corridor preservation, management and development. The following table summarizes the CCRRA Fund.

Revenues		2011 Actual	2012 Budget	2013 Requested Budget	Dollar Inc/Dec 2012-13	Percent Inc/Dec 2012-13
Account #/Category						
5000	Taxes & Penalties	114,310	120,000	120,000	-	0.00%
5100	Licenses & Permits	-	-	-	-	0.00%
5200-5400	Intergovernmental	184	-	-	-	0.00%
5500	Charges for Services	-	-	-	-	0.00%
5600	Fines & Forfeitures	-	-	-	-	0.00%
5700	Investment Earnings	-	-	-	-	0.00%
5750	Gifts & Contributions	-	-	-	-	0.00%
5800-5900	Other Revenues	1,689,085	-	2,100	2,100	0.00%
TOTAL REVENUES		1,803,579	120,000	122,100	2,100	1.75%
Expenditures						
6000	Public Assistance	-	-	-	-	0.00%
6100	Personal Services	-	-	-	-	0.00%
6200-6300	Services & Charges	28,767	50,000	81,100	33,600	62.20%
6400-6500	Material & Supplies	84	-	5,000	5,000	0.00%
6600	Capital Outlay	2,124,345	-	-	-	0.00%
6700	Debt Services	-	-	-	-	0.00%
6800	Other Expenses	711	-	-	-	0.00%
6900	Transfers	144,704	170,000	36,000	(134,000)	-78.82%
TOTAL EXPENDITURES		2,298,611	220,000	122,100	(95,400)	-44.50%
CAPITAL RESERVES USED		495,032	100,000	-	(100,000)	-100.00%
DIFFERENCES BETWEEN REVENUES & EXPENDITURES		-	-	-	-	0%

CCRRA is currently involved with two rail corridors, the Dakota Rail Line and the Union Pacific Rail Line, both of which have been rail banked and approved for interim trail use. Activities and projects on these corridors are described below.

Dakota Rail Line

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

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

Phase I Dakota Rail Regional Trail

Federal Transportation Enhancement funding was awarded to Carver County through the 2007 Regional Solicitation process to construct a pedestrian trail from the east County line to the city of Mayer. In 2009 the project received additional federal funds through the American Recovery Reinvestment Act (ARRA). This new trail segment completed in 2011 is the first regional trail operated by Carver County. Additional funding for the construction of the trail on Carver County Regional Railroad Authority property was provided by the CCRRA levy and funds from the Legacy Amendment, Parks and Trails Fund (sales tax).

Phase II Dakota Rail Regional Trail

This segment of trail connects to Phase I of the trail in Mayer and continues west to the county line past the City of New Germany a distance of approximately 5 miles. The trail is a 10-foot wide bituminous trail consistent with the previously constructed Phase I segment of the trail. Construction for this segment of trail was completed in 2012. In the 2009 Regional Solicitation, Carver County was awarded \$1 million in federal Transportation Enhancement funds to construct the trail. Additional funding for the trail was provided by the CCRRA levy and funds from the Legacy Amendment, Parks and Trails Fund (sales tax). This project completes the Dakota Rail Regional Trail and provides an effective way to preserve the corridor for future rail.

Dakota Rail Corridor Management and Stewardship

During 2010 and 2011, buildings were removed from Dakota Rail corridor in New Germany. These building included a feed mill, storage building and an old garage building located in the depot area of New Germany. The buildings were in a dilapidated state and no longer served a productive function.

With completion of the trail construction comes long term maintenance and stewardship. A long term maintenance plan (e.g. seal coating, crack filling, pavement repair etc) will be developed in

2013 which will be used for future budget planning. **The day to day stewardship (e.g. weed control, tree trimming, cleanup, grooming, sweeping, drainage corrections etc) of the corridor is proposed to be accomplished with the addition of a new Parks/Highway Maintenance Worker position for 2013.** The position is proposed to be funded 50% out of the CCRRA levy and 50% out of the Public Works Road and Bridge fund. The 50% from CCRRA will be transferred to the Road and Bridge operating budget. This position will perform tail maintenance in the summer and plow snow on the county highways in the winter.

Union Pacific Rail Line

Corridor Acquisition

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

Extension of the Minnesota River Bluffs Regional Trail

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

The 2013 CCRRA projects and activities are summarized below.

2013 Major Planned Projects/Activities

- Minnesota River Bluffs Trail (UP Rail Line) Project Memorandum and Design – \$74,000.
- Hire new Parks/Highway Maintenance Worker for railroad corridor stewardship and trail maintenance (50% CCRRA levy) - \$36,000. Transfer funds to Road and Bridge operating fund.

Goals and Objectives

Goal #1: Complete Project Memorandum and Design for Mn River Bluffs Trail

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

Objective: Address any environmental considerations and then proceed with preliminary engineering design.

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

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

Objective: Maintain investment in infrastructure and address land stewardship issues such as weeds, diseased trees, and drainage issues, cleanup, sweeping, blowing etc.