

ACCEL Meeting
November 1, 2011 - 7:30 a.m.
Oak Lake Conference Room



Carver County Board of Commissioners
November 1, 2011
Regular Session
County Board Room
Carver County Government Center
Human Services Building
Chaska, Minnesota

PAGE

- 9:15 a.m. 1. **a) CONVENE**
b) Pledge of allegiance
c) Public comments (limited to five minutes)
d) Introduction of New Employees
2. Agenda review and adoption
3. Approve minutes of October 25, 2011 Regular Session 1-2
4. Community Announcements
- 9:15 am. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 NACo Prescription discount program 3-4
- 5.2 Resolution to continue TMDL Priority sub-watersheds and direct discharge program 5-8
- Growth: Manage the challenges and opportunities resulting from growth and development*
- 5.3 Special event permit – 2nd annual Central Raiders Wrestling Club Winter Splash (PH&E) 9-12
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.4 Renewal application for off sale, on sale and Sunday liquor license for Hollywood Sports LLC dba Hollywood Sports Complex..... 13
- Culture: Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government*
- 5.5 Change two Social Worker II's fulltime equivalents 14
- Finances: Improve the County's financial health and economic profile*
- 5.6 Community Social Services warrants NO ATT
- 5.7 Commissioners' warrants..... SEE ATT

- 9:15 a.m. **6. FINANCES: Improve the County's health and economic profile**
- 6.1 Public hearing – CDA's request for County Board to provide its
General Obligation pledge to CDA bonds 15-17
 - 6.2 Public hearing – Creating the Engler Boulevard Tax
Abatement District..... 18-22
 - 6.3 Call for bond sale for County's contribution to Engler Boulevard
project..... 23-30
 - 6.4 County Administrator's recommended 2012 budget and levy..... 31-61
- 10:15 a.m. **7. COMMUNITIES: Create and maintain safe, healthy and livable communities**
- 7.1 Lake Minnewashta Regional Park and TH 41 Trail and Underpass ... 62-65
- 10:30 a.m. ADJOURN REGULAR SESSION
- 10:30 a.m. **BOARD REPORTS**
- 1. Chair
 - 2. Board Members
 - 3. Administrator
 - 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

November 8, 2011	No Work Session
November 15, 2011	4:00 p.m. Board Meeting
November 22, 2011	9:15 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on October 25, 2011. Chair Randy Maluchnik convened the session at 9:15 a.m.

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

Members absent: None.

Under public comments, Libby Fairchild, Chaska, explained the Carver County Red Cross chapter was merged with the Twin Cities Chapter and she is currently serving on the Twin Cities Board. She stated Red Cross will continue to have a presence in the County and will continue blood drives, help with floods and pointed out the new "Holiday Mail for Heroes" initiative she would like to bring into Carver County. She explained holiday cards would be collected at the libraries and distributed to veterans homes and sent overseas to military personnel.

She stated she also serves as Chair of the Chaska Human Rights Commission and extended an invitation for the Board to attend the League of Minnesota Human Rights Commissions 40 year anniversary celebration event that would be held at the Oak Ridge Conference Center.

Sheriff Olson pointed out on October 29th they would be sponsoring a "Drug Take Back" event for residents of Carver County. He noted the drop off locations and that they were hoping to have a permanent take back program in place in a couple of months.

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

Workman moved, Ische seconded, to approve the minutes of the October 18, 2011, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Approved the Adult Mental Health Plan.

Approved the lease agreement with the Minnesota Astronomical Society and authorized the Chair and County Administrator to sign the lease agreement.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

REGULAR SESSION
October 25, 2011

Degler moved, Workman seconded, to adjourn the Regular Session at 9:25 a.m. Motion carried unanimously.

David Hemze
County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

NACo Prescription Discount Program

Primary Originating Division/Dept: <u>Administrative Services</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>Nick Koltavy</u> Title: <u>Management Analyst</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The National Association of Counties (NACo) through a partnership with CVS Caremark provides a free prescription discount card program exclusively for NACo member counties to offer to their residents. The card gives discounts on prescriptions for residents who are uninsured, underinsured, seniors and pet owners in the county.

Carver County benefits from the program by being able to offer county residents a no-cost alternative to paying full price for prescriptions. Residents benefit from the program by saving an average of 24% off the full retail cost of prescriptions that are not covered under their insurance. There is no cost for a resident as well as no forms to fill out, no age or income requirements and no medical condition restrictions.

If approved, Carver County will enter into a membership agreement/contract amendment which will allow the County to join the agreement between NACo and Caremark. Currently, about 40 Minnesota Counties participate in the national program.

If the Board approves participation, it takes about 10 weeks before cards will be ready to market and distribute. Cards will be available at the Government Center, First Street Center, Libraries and Jail. The County will also work with local senior centers and other potential stakeholders on distributing the cards. Cards will be available for download on the County's website. The cards can be used immediately at any participating pharmacy. Nine out of ten pharmacies participate in the program.

There is no cost for the County to participate in the program and staff time involved in setting up and maintaining the program is minimal.

The NACo Prescription Discount Program is not insurance.

ACTION REQUESTED:

Motion to enter into a membership agreement/contract amendment with the National Association of Counties and Caremark to join the NACo Prescription Discount Card Program.

FISCAL IMPACT: None

If "Other", specify: _____

FUNDING

County Dollars =

FTE IMPACT: <u>None</u>	Total	\$0.00
Related Financial/FTE Comments:		
Participation in the Program is free for Carver County and its residents.		

Office use only:
RBA 2011- 833

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution to Continue TMDL Priority Sub-watersheds and Direct Discharge Program

Primary Originating Division/Dept: <u>Public Health & Environment - Planning/Water</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>Paul Moline</u> Title: <u>Manager PWM</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

TMDL Implementation Program –the Total Maximum Daily Load (TMDL) Implementation Plan for the Bevens, Carver, & Silver Creek Watersheds was approved by the state (MPCA) and the County Board in 2007. The implementation plan calls for a reduction of fecal loads sources in the watersheds, mainly agricultural manure source runoff and direct discharge SSTS systems. The County Board has approved a landowner incentive program annually since 2008 that has proved successful.

The TMDL implementation plan is continuing through the use of grants funds (previously accepted and approved by the Board). Staff is requesting the Board to formally recognize and continue the direct discharge program through 2011. Funding for SSTS incentives was approved by the Board in the 2011 WMO budget. The attached map shows the priority sub-watersheds for 2011, & the attached resolution provides further background.

Funding is derived from the CCWMO levy funds (for direct incentive) and state grants (for the loan portion).

ACTION REQUESTED:

Motion to adopt resolution continuing implementation of the SSTS direct discharge incentive program for 2011.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	<input type="text"/>
CCWMO 2011	\$40,000.00
MN Dept of Ag Total	\$300,000.00
Total	\$340,000.00

Related Financial/FTE Comments:

SSTS Loan funds are derived from State Dept of Agriculture revolving loan funds and cover the 2012 period as well.

Office use only:
RBA 2011- 826

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

DATE: October 25, 2011
MOTION BY COMMISSIONER:

RESOLUTION NO. __-11
SECONDED BY COMMISSIONER:

A Resolution Establishing A Program to Accelerate the Elimination Of Direct Discharge Sub-Surface Treatment Systems (SSTS) In Carver County.

WHEREAS, Approximately 4,500 homes and businesses in Carver County are served by a private sewer system on the property. Of these systems, about 700 are in cities and 3800 in the unincorporated area. As of 2008, approximately 550 of the systems in the unincorporated area are still served by systems that likely have little or no treatment of sewage prior to discharge into the surface water and are considered Direct Discharge Systems; and

WHEREAS, Carver County is responsible for the management and regulation of SSTS in the County except in cities that have elected to assume responsibility; and

WHEREAS, Carver County is responsible for water management including water quality in the Carver County WMO; and

WHEREAS, EPA and MnPCA regulations require that all lakes, rivers and streams ultimately meet water quality standards; and

WHEREAS, Carver County has conducted a Total Maximum Daily Load (TMDL) study for fecal coliform bacteria contamination in the Carver and Bevens Creek watersheds; and

WHEREAS, the studies have found loads of fecal coliform bacteria substantially in excess of standards in these watersheds and further identified direct discharge of untreated human sewage into the waters of the State as a significant contributor to the load. The County subsequently developed a TMDL Implementation Plan to reduce the fecal coliform bacteria loads to meet standards. The Plan was submitted to MnPCA and the EPA; it was subsequently approved for implementation by both agencies; and

WHEREAS, Carver County has applied for and received Federal grants for Plan implementation; and

WHEREAS, the 2008, 2009 and 2010 program for SSTS Direct Discharge was largely successful in it goals by eliminating as many as 125 systems;

WHEREAS, two sub-watersheds are identified for 2011 with a total of 47 “likely systems”; and

WHEREAS, the Carver County Water, Environment & Natural Resources Committee has recommended the SSTS Direct Discharge Program, funding and sub-watersheds to the County Board;

WHEREAS, the Carver County Board of Commissioners has determined that it is necessary to institute a program to accelerate the replacement of Direct Discharge Systems in order to reach public health and water quality goals;

WHEREAS, the Carver County Code gives the Board the authority to identify priority areas for SSTS compliance including elimination of direct discharge systems, and to establish programs, including incentives and deadlines; and

THEREFORE, BE IT RESOLVED, THAT the Carver County Board of Commissioners hereby adopts the “Carver County 2011 Direct Discharge Elimination Acceleration Program” as follows:

Part I. The County Board identifies subwatersheds in the Carver and Bevens/Silver Creek watersheds as priority sub watersheds: the previously identified sub-watersheds in 2008-2010; Bevens Creek 21 which is primarily south and east on the NYA city area; and Carver Creek W11 which lies on the north side of Lake Waconia. The Board may, from time to time, identify further subwatersheds as priority subwatersheds and specify appropriate compliance deadlines. The County will provide a low interest loan with an amortization of up to 10 years and a cash grant of 25% of the cost of a new system up to \$2000 for the upgrade of systems identified as a potential direct discharge system in the priority sub-watersheds. Potential direct discharges systems in the priority sub-watersheds that have not been issued a permit to upgrade their system shall be required to submit a Compliance Inspection to the County by June 30, 2012.

Part II. For systems outside of Carver & Bevens Creek priority sub watersheds, the loan funds and the cash incentive of \$2,000 will be available on a first come, first serve basis until allocated funds are depleted. Available funds in other watersheds include: \$10,000 in East Chaska Creek; \$14,000 in Crow River, \$6,000 in West Chaska Creek. For systems outside of the priority sub watersheds, the owner would be required to replace SSTS within ten months of completing Cost Share Form.

Part III. Authorize the Finance Director, in cooperation with Public Health and Environment, to continue to operate the current “safety net” loan program to assist property owners with extremely limited financial capability.

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 25th day of October, 2011, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 25th day of October, 2011.

David Hemze, County Administrator

TMDL Sub-Watersheds with percent reduction by watershed and number of "Likely Systems"

Legend

Lakes

Priority Subwatershed Year

Priority_Sub_Yr

2008

2009

2010

E Coli geomean by exceedence percentage 2004 vs. 2010

PercExChan

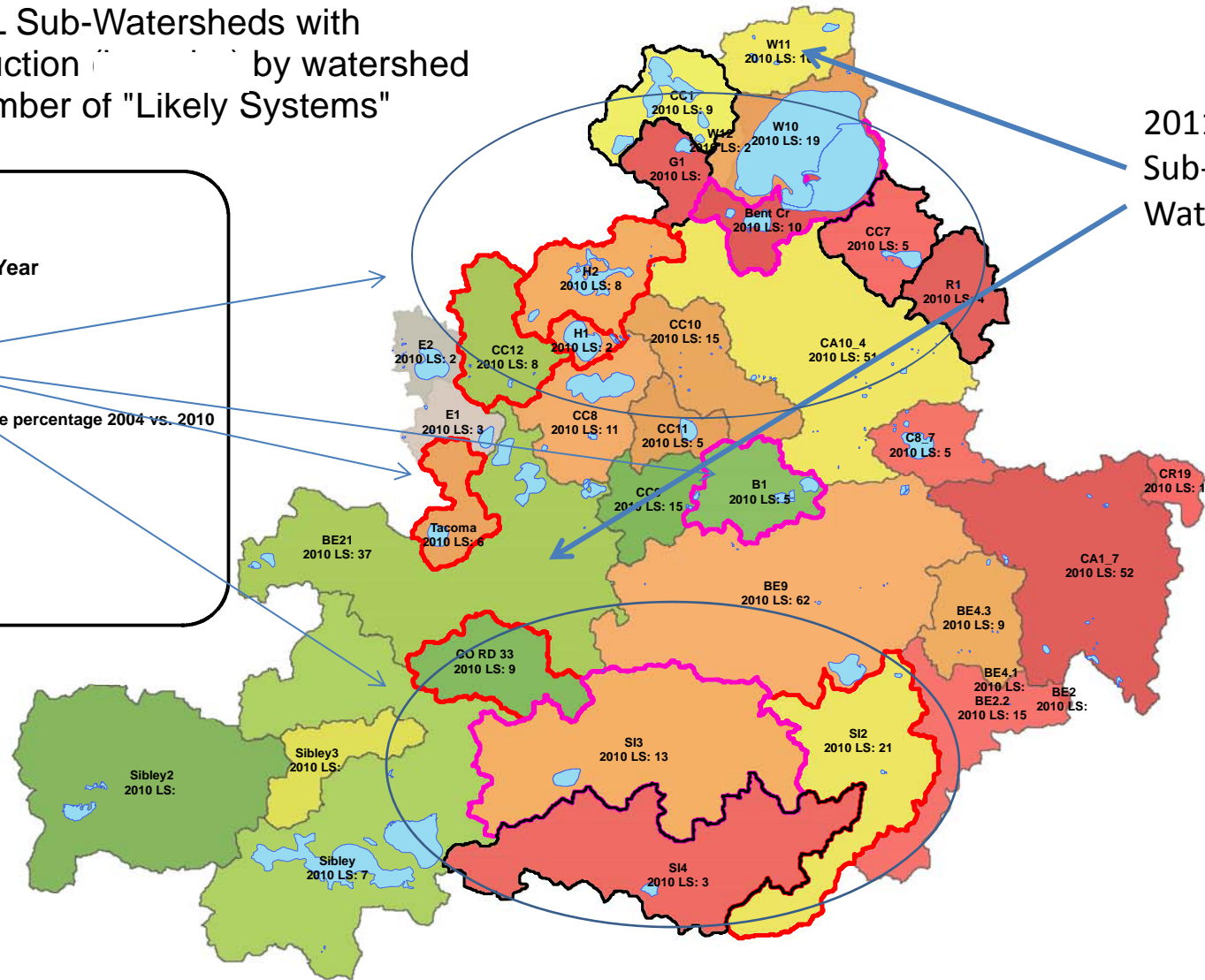
39 -59 % better

27-38 % better

19-26 % better

11-18 % better

1-10 % better



2011 SSTS
Sub-
Watersheds

COUNTY OF CARVER
CERTIFICATE OF ZONING COMPLIANCE

FILE/CERTIFICATE # A20110230

DATE ISSUED: November 1, 2011

TYPE OF CERTIFICATE: ONE TIME SPECIAL EVENT – 2nd Annual Central Raiders Wrestling Winter Splash

This permit certificate is issued for the Central Raiders Wrestling Winter Splash to be held on March 10, 2012. The event is being coordinated by Joel Kidrowski on behalf of the Central Wrestling Club and will be held at Baylor Park. Activities for the event include a food vendor, costume contest, and jumping into the water.

The one-day event will begin at 11:00 a.m. with jumping anticipated to start at 1:00 p.m. The event will be concluded by approximately 5:00 p.m. Approximately 250-500 individuals are anticipated to attend with roughly 100 of those individuals registered to jump into the water. This event is allowed with a Certificate of Zoning Compliance, pursuant to Chapter 152, section 152.074 B6 of the Carver County Code. **This certificate is issued to:**

Joel Kidrowski/Central Raiders Wrestling Club
14610 County Road 53
Cologne, MN 55322

And is not transferable to another person or to another parcel of property.

Purpose of Certificate: To certify that the permittee and/or organization to which this certificate is issued is permitted and authorized to hold the Central Raiders Wrestling Winter Splash event on March 10, 2012 at Baylor Park. The event shall take place in accordance with the conditions listed on this permit and in accordance with Chapter 152 of the Carver County Code.

THE FOLLOWING CONDITIONS ARE ATTACHED AND MUST BE COMPLIED WITH:

1. The Permit is valid only for March 10, 2012.
2. The permittee shall obtain and comply with the Special Event Permit from the Carver County Parks Department.

Amanda Schwabe
Associate Planner

THIS CERTIFICATE IS ISSUED FOR MARCH 10, 2012, AND IS NOT EFFECTIVE UNTIL SIGNED:

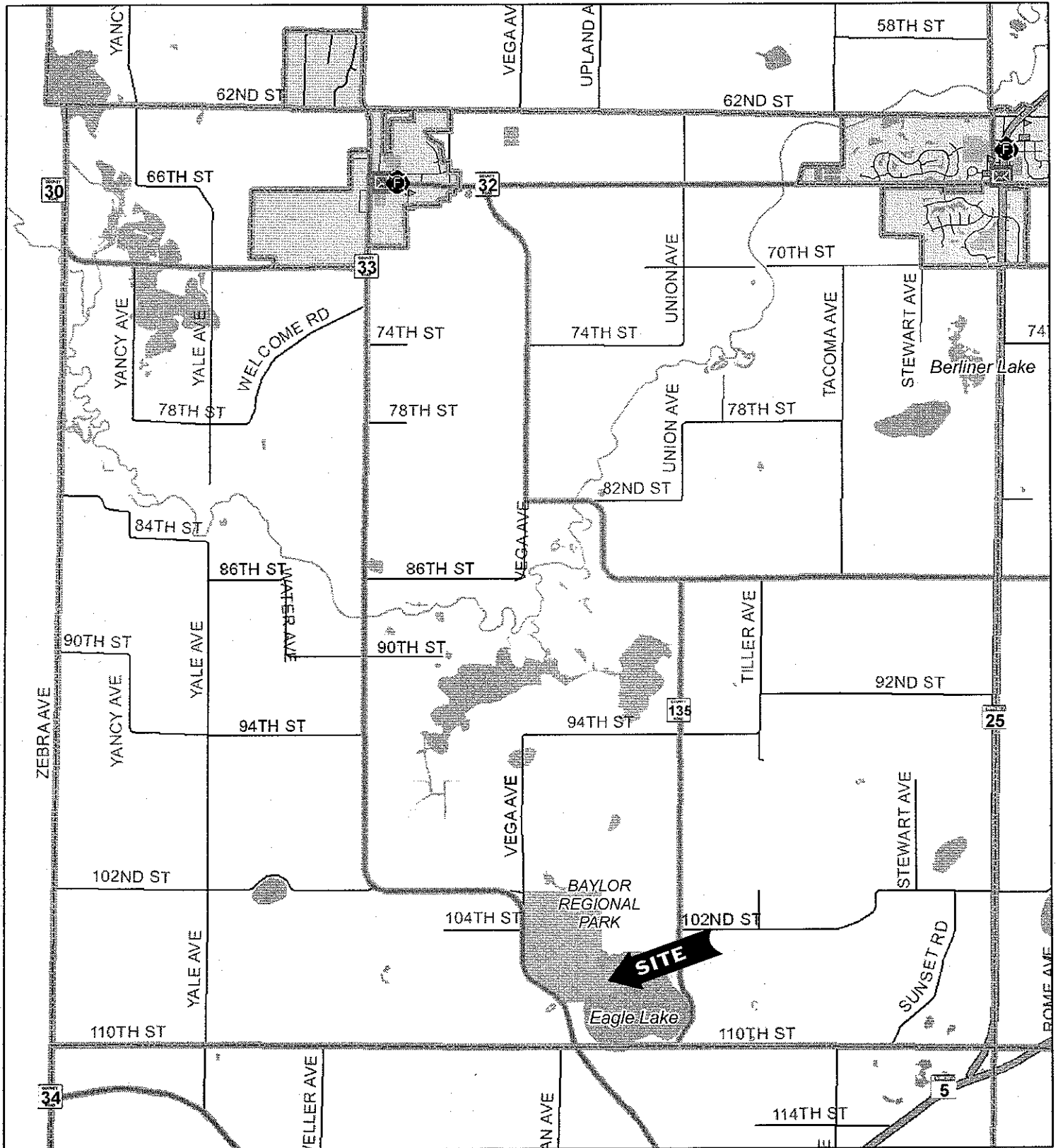
I HAVE READ THE ABOVE CONDITIONS AND AGREE TO FOLLOW THEM. I REALIZE THAT FAILURE TO ABIDE BY THE CONDITIONS IS A VIOLATION OF THE ZONING ORDINANCE. I AGREE THAT THE ZONING ADMINISTRATOR OR A DESIGNATED REPRESENTATIVE MAY ENTER UPON THE SUBJECT PROPERTY TO CHECK FOR COMPLIANCE OR FOR REVIEW PURPOSES. I AGREE THAT BY SIGNING BELOW I AM RESPONSIBLE TO OBTAIN COMPLIANCE WITH BUILDING AND FIRE CODES, AND FOOD HANDLING REQUIREMENTS FROM ANY AND ALL LOCAL AND STATE AGENCIES. I ALSO UNDERSTAND THAT THIS IS NOT A BUILDING PERMIT AND THAT OTHER PERMITS MAY BE REQUIRED.

Signature of Certificate Holder

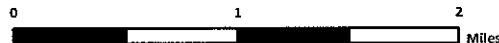
Date

DRAFT

CAMDEN TOWNSHIP



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



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Renewal Application for Off-Sale, On-Sale and Sunday Liquor License for Hollywood Sports LLC DBA Hollywood Sports Complex

Primary Originating Division/Dept: <u>PRTS - Property Taxation</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>Donna Stevens</u> Title: <u>Land Records Technician</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <u> </u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u> </u> Title: <u> </u>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Joseph Swartzter Jr. owner of Hollywood Sports Complex has applied for renewal of the Off-Sale, On-Sale and Sunday Liquor License. Hollywood Sports Complex is located at 15950 County Road 122, Watertown, MN 55388. There are no delinquent real estate taxes on this property.

ACTION REQUESTED:

Approval of the Request for Renewal of Off-Sale, On-Sale, and Sunday Liquor License for Hollywood Sports LLC DBA Hollywood Sports Complex

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Total

\$0.00

FTE IMPACT: None

Related Financial/FTE Comments:

The License Fee for Hollywood Sports LLC is as follows:

Off-Sale Liquor License \$ 100.00
On-Sale Liquor License \$1,125.00
Sunday Liquor License \$ 200.00

Office use only:

RBA 2011- 835

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Change Two Social Worker II's Full Time Equivalents

Primary Originating Division/Dept: <u>Community Social Services</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>Gary Bork</u> Title: <u>Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <u> </u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u> </u> Title: <u> </u>	

Strategic Initiative:

Culture: Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.

BACKGROUND/JUSTIFICATION:

Julie Benz, a full time Social Worker II in the Senior Services Unit has requested to reduce her hours from 40 to 32 hours per week. Mary Bahr, a part time Social Worker II in the Senior Services Unit is willing to increase her hours from 20 to 28 hours per week. The Division is recommending this change in Full Time Equivalents (FTE's) since both staff are in the same unit, performing the same duties and there will be minimal impact to clients.

ACTION REQUESTED:

To reduce a 1.0 FTE Social Worker II to .8 FTE.
To Increase a .5 FTE Social Worker II to .7 FTE.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =	<input style="width: 90%;" type="text"/>
	<input style="width: 90%;" type="text"/>
Total	\$0.00

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

Related Financial/FTE Comments:

Julie Benz current salary rate is \$32.67 per hour and Mary Bahr's rate is \$23.38. The difference in salary amounts to approximately \$4400 savings with the change. Both positions currently generate earned revenue that covers the cost of their positions. Essentially, the reduction in salary will net out to a decrease in county tax levy of the same amount.

Office use only:
RBA 2011- 836

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Public Hearing: CDA's Request for County Board to Provide Its General Obligation Pledge to CDA Bonds

Primary Originating Division/Dept: <u>Finance</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>David Frischmon</u> Title: <u>Finance Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Frischmon</u> Title: <u>Finance Director</u>	

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

BACKGROUND/JUSTIFICATION:
 The CDA plans to issue bonds to acquire the Waybury Apartments in Chaska which provides project based Section 8 low-income senior housing and to refinance other CDA debt. The County's G.O. backing will lower interest costs for the CDA's debt service. CDA gave a presentation to their Board on Oct 20th and was authorized to take this issue to a Public Hearing in front of the Carver County Board of Commissioners.

- ACTION REQUESTED:**
1. Hold Public Hearing
 2. Adopt attached resolution

<p>FISCAL IMPACT: <u>None</u> If "Other", specify: <input style="width: 200px; height: 20px;" type="text"/></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%;"><input style="width: 100%;" type="text"/></td> </tr> <tr> <td><input style="width: 100%;" type="text"/></td> <td><input style="width: 100%;" type="text"/></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$0.00</td> </tr> </table>	County Dollars =	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	Total	\$0.00
County Dollars =	<input style="width: 100%;" type="text"/>						
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>						
Total	\$0.00						

Related Financial/FTE Comments:
 Existing cashflow from the Apartment's tenants is the expected source of revenues to pay debt service with the CDA being responsible for any shortfalls. Ultimately, the County's General Obligation Pledge could be called on to pay the debt service although this risk is considered very small at this time.

Office use only:
 RBA 2011- 825

CARVER COUNTY, MINNESOTA

Resolution No. _____

Approving the pledge by the Carver County Community Development Agency of the full faith and credit of Carver County to housing development bonds to be issued by the CDA

WHEREAS, the Carver County Community Development Agency (the "CDA"), is authorized to issue bonds backed by revenues of a housing development project and by the full faith and credit of Carver County (the "County") to finance a qualified housing development project, following (a) a determination by the CDA that pledged revenues will equal or exceed 110% of the principal and interest due on such bonds for each year during which they remain outstanding, and (b) approval by the County of the principal amount of the bonds following a public hearing; and

WHEREAS, the CDA is authorized to issue bonds backed by the revenues of a housing development project and by the full faith and credit of the County to refund bonds issued as described above, without making an additional determination as to debt service coverage and without holding an additional public hearing, but with the approval by the County of the principal amount of such refunding bonds; and

WHEREAS, the CDA proposes to issue its housing development bonds (a) to finance a portion of the cost of the acquisition of the Waybury Apartments in the City of Chaska (the "Waybury Bonds"), (b) to refund its Housing Development Revenue Bonds (Carver County, Minnesota Unlimited Tax General Obligation - Town Centre Apartments Project) Series 2002A (the "Town Center Refunding Bonds") and thereby refinance the Crossings at Town Center Apartments in the City of Waconia, and (c) to refund its Governmental Housing Development Revenue Bonds (Carver County, Minnesota General Obligation - Carver Bluffs Project) Series 2002A (the "Bluff Creek Refunding Bonds," and, together with the Waybury Bonds and the Town Center Refunding Bonds, the "2011 Bonds"), and thereby refinance the Bluff Creek Apartments in the City of Carver; and

WHEREAS, the Waybury Apartment project, the Town Center Apartment project and the Bluff Creek Apartment project each constitutes a "qualified housing development project" within the meaning of Minnesota Statutes, Section 469.034, Subd. 2; and

WHEREAS, the CDA has determined that it is in the best interest of the public health, safety and welfare that it issue the Waybury Bonds in an aggregate principal amount not exceeding \$2,300,000, the Town Center Refunding Bonds in an aggregate principal amount not exceeding \$7,000,000 and the Bluff Creek Refunding Bonds in an aggregate principal amount not exceeding \$800,000 and that it pledge the full faith and credit of the County to each such series of the 2011 Bonds; and

WHEREAS, on October 20, 2011 the Board of Commissioners of the CDA held a public hearing, for which notice was published at least 15 days in advance, regarding the issuance by the CDA of the Waybury Bonds;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CARVER COUNTY, MINNESOTA as follows:

1. That the County hereby approves the issuance of, and pledge by the CDA of the full faith and credit of Carver County to, the 2011 Bonds for the purposes described above. Such approval, as to the Waybury Bonds, is subject to a final determination by the CDA that revenues pledged to the payment of the Waybury Bonds will equal or exceed 110% of debt service in each year in which the Waybury Bonds will be outstanding.
2. That the County hereby approves the pledge by the CDA of some portion of its annual special benefits tax to each series of the 2011 Bonds, as provided in the final indentures of trust relating to such 2011 Bonds.
3. The Commissioners, officers and staff of the County are authorized and directed to execute and deliver such documents and certificates, including without limitation, indentures of trust and continuing disclosure agreements, as are necessary or convenient to provide for the issuance of the 2011 Bonds.

Adopted on November 1, 2011.

Attest:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Public Hearing on Creating the Engler Boulevard Tax Abatement District

Primary Originating Division/Dept: <u>Finance</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>David Frischmon</u> Title: <u>Finance Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Frischmon</u> Title: <u>Finance Director</u>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

County Board approved Joint Powers Agreement on 8/23/2011 for Engler Boulevard improvements which included a \$1.4 million County Contribution. The recommended funding strategy for this contribution is to issue tax abatement bonds with the debt service paid for by the County's portion of the increased tax base from the new development in the tax abatement district.

ACTION REQUESTED:

1. Hold Public Hearing
2. Adopt attached resolution

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =	<input style="width: 90%;" type="text"/>
	<input style="width: 90%;" type="text"/>
Total	\$0.00

FTE IMPACT: None

Related Financial/FTE Comments:

No impact on the County's existing tax base.

Office use only:
RBA 2011- 824

CARVER COUNTY
STATE OF MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING PROPERTY TAX ABATEMENTS
FOR PUBLIC IMPROVEMENT PROJECTS

BE IT RESOLVED by the Board of Commissioners (the "Board") of Carver, County Minnesota (the "County"), as follows:

1. Recitals.

(a) The County has received a request to abate the County's share of all property taxes to be generated for 14 years (specifically, with respect to the payable 2012 through 2026 property taxes) on Tax Parcel No. 30697002, legal description Lot 2, Block 1 West Creek Corporate Center Addition (the "Property") to be used for public improvement projects (the "Project") relating to the property located in the City of Chaska. The abatement (the "Abatement") for the 14 year period is estimated to be \$1,820,000 with a present value not to exceed \$1,500,000.

(b) On the date hereof, the Board of Commissioners held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice hereof.

(c) The Abatement is authorized under *Minnesota Statutes*, Sections 469.1812 through 469.1815 (the "Abatement Law").

2. Findings for the Abatement. The County Board hereby makes the following findings:

(a) The Board of Commissioners expects the benefits to the County of the Abatement to at least equal the costs thereof.

(b) Granting the Abatement is in the public interest because it will increase or preserve the tax base of the County, help retain and expand commercial and industrial enterprise in the County, and provide employment opportunities in the County.

(c) The Board of Commissioners expects the public benefits described in (b) above to be derived from the Abatement.

(d) The Property is not located in a tax increment financing district.

(e) In any year, the total amount of property taxes abated by the County by this and other resolutions does not exceed the greater of ten percent (10%) of the current levy or \$200,000, which ever is greater.

3. Terms of Abatement. The Abatement is hereby approved. The terms of the abatement are as follows:

(a) The Abatement shall be for 14 years and shall apply to the taxes payable in the years 2012 through 2026, inclusive.

(b) The Abatement shall be for 100% of the County's share of the ad valorem property taxes generated by the Property which are attributable to the Project.

(c) The abatement may not be modified or changed during the term set forth in (a) above, except with the prior written consent of the County and Authority.

(d) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

Adopted on November 1, 2011, by the Carver County Board of Commissioners.

County Board Chair

Attest:

County Board Administrator

Board member _____ moved the adoption of the foregoing resolution, and said motion was duly seconded by Board member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly adopted.

CLERK'S CERTIFICATE

I, the undersigned, being the duly qualified and acting Clerk of the Board of Commissioners of Carver County, Minnesota by reason of my office as Clerk, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes of a duly called and regularly held meeting of the County Board of Commissioners of Carver County held on November 1, 2011, with the original minutes thereof on file in my office and I further certify that the same is a full, true, and correct transcript thereof insofar as said minutes relate to property tax abatements for the Data Center Project.

WITNESS My hand officially this 1 st of November, 2011.

County Board Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Call for Bond Sale for County's Contribution to Engler Boulevard Project

Primary Originating Division/Dept: <u>Finance</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>David Frischmon</u> Title: <u>Finance Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>10</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Frischmon</u> Title: <u>Finance Director</u>	

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

BACKGROUND/JUSTIFICATION:

On October 11, the County Board held a workshop to discuss a Bond Sale for the County's \$1.4M contribution to the Engler Blvd Project. By creating the County's second tax abatement district, the debt service is expected to be paid by the county's share of the increased taxes from the new data center in Chaska.

ACTION REQUESTED:

Approve attached resolution calling for the sale of \$1.485M Tax Abatement bonds

<p>FISCAL IMPACT: <u>None</u> If "Other", specify: <input style="width: 200px; height: 15px;" type="text"/></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">FUNDING</td> </tr> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;">\$1,485,000.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$1,485,000.00</td> </tr> </table>	FUNDING		County Dollars =	\$1,485,000.00			Total	\$1,485,000.00
FUNDING									
County Dollars =	\$1,485,000.00								
Total	\$1,485,000.00								
<p>FTE IMPACT: <u>None</u></p>									

Related Financial/FTE Comments:
 Debt service is expected to be paid by the county's share of the increased taxes from the new data center with no impact on the general tax base.

Office use only:
 RBA 2011- 840

Resolution No. _____

Board Member _____ introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$1,485,000 G.O. Tax Abatement Bonds, Series 2012A**

- A. WHEREAS, the County Board of Carver County, Minnesota, has heretofore determined that it is necessary and expedient to issue \$1,485,000 General Obligation Tax Abatement Bonds, Series 2012A (the "Bonds"), to finance improvements to Engler Boulevard; and
- B. WHEREAS, the County has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

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

- 1. Authorization; Findings. The County Board hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
- 2. Meeting; Proposal Opening. The County Board shall meet at 9:15 a.m. on November 22, 2011, for the purpose of considering sealed proposals for and awarding the sale of the Bonds.
- 3. Official Statement. In connection with said sale, the officers or employees of the County are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the County upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Board Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Board Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this _____ day of _____, _____.



November 1, 2011

Pre-Sale Report for
\$1,485,000 General Obligation Tax
Abatement Bonds, Series 2012A
Carver County, Minnesota



Details of Proposed Debt

Proposed Issue:	\$1,485,000 General Obligation Tax Abatement Bonds, Series 2012A
Purpose:	Funding of approximately \$1,400,000 for the County's share of improvements to Engler Boulevard in the City of Chaska.
Authority:	The Bonds are being issued pursuant to Minnesota Statutes, Chapter 469 and 475. The statute authorizing the Bonds states that because the County is paying for the debt with increased taxes from a development, the Bonds can be a general obligation without a referendum and will not count against the County's debt limit.
Funding Sources:	Increased taxes from a data center located in the City of Chaska will be designated to pay 100% of debt service. The County's share of the projected annual taxes, not including fiscal disparities, is approximately \$170,000 per year beginning in 2013. Debt service is estimated at less than \$160,000 per year.
Discussion Issues:	The timing of the bond sale is related to the Carver County CDA's sale of debt for a new acquisition and refinancing of existing bond issues.
Arbitrage Monitoring	The IRS is becoming more active in surveying municipal issuers. IRS rules regarding the amount of interest that the County may earn on bond proceeds and debt service funds must be taken into consideration.
Continuing Disclosure:	In addition, the County is responsible for sending annual reports to EMMA, a municipal bond website as well as for material events that may affect the value of the Bonds on the secondary market.
Rating:	It is anticipated that Standard and Poor's will rate the Bonds "AAA", which represents the highest rating possible.
Bank Qualification:	The County is planning to close on the Bonds in early 2012 to keep total issuance for the calendar year less than \$10,000,000 and therefore be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds and therefore lowers the interest rate.
Term/Call Feature:	The Bonds are being issued for an 11-year period plus over a year of capitalized interest. Interest is payable each six months beginning August 1, 2012 (bond proceeds will pay interest on the August 1, 2012, and February 1, 2013, interest payments). Principal on the Bonds will be due on February 1 in the years 2014 through 2024. Bonds maturing February 1, 2022, and thereafter will be subject to prepayment at the discretion of the County on February 1, 2021.



Other

Considerations: We will continue to monitor the market and the call dates for the County and will alert you to any future refunding opportunities for other bond issues.

Proposed Debt Issuance Schedule

- Tax Abatement Hearing and Pre-Sale Review by the Board: November 1, 2011
Distribute Official Statement: November 4, 2011
Conference Call with Rating Agency: Week of November 7th
County Board Meeting to Award Sale of the Bonds: November 22, 2011
Estimated Closing Date: January 4, 2012

Attachments

- Sources and Uses of Funds
Proposed Debt Service Schedule
Resolution Authorizing Ehlers to Proceed With Bond Sale

Ehlers Contacts:

Financial Advisors: Carolyn Drude (651) 697-8511
Mark Ruff (651) 697-8505
Bond Analysts: Wendy Lundberg (651) 697-8540
Bond Sale Coordinator: Alicia Aulwes (651) 697-8523

The Official Statement for this financing will be sent to the Board Members for review prior to the sale date.

Carver County, Minnesota

\$1,485,000

General Obligation Tax Abatement Bonds, Series 2011A

Sources & Uses

Dated 01/03/2012 | Delivered 01/03/2012

Sources Of Funds

Par Amount of Bonds	\$1,485,000.00
---------------------	----------------

Total Sources	\$1,485,000.00
----------------------	-----------------------

Uses Of Funds

Total Underwriter's Discount (1.000%)	14,850.00
---------------------------------------	-----------

Costs of Issuance	33,000.00
-------------------	-----------

Deposit to Capitalized Interest (CIF) Fund	36,749.53
--	-----------

Deposit to Project Construction Fund	1,400,000.00
--------------------------------------	--------------

Rounding Amount	400.47
-----------------	--------

Total Uses	\$1,485,000.00
-------------------	-----------------------

Carver County, Minnesota

\$1,485,000

General Obligation Tax Abatement Bonds, Series 2011A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
01/03/2012	-	-	-	-	-
08/01/2012	-	-	19,700.78	19,700.78	-
02/01/2013	-	-	17,048.75	17,048.75	36,749.53
08/01/2013	-	-	17,048.75	17,048.75	-
02/01/2014	125,000.00	0.800%	17,048.75	142,048.75	159,097.50
08/01/2014	-	-	16,548.75	16,548.75	-
02/01/2015	125,000.00	1.500%	16,548.75	141,548.75	158,097.50
08/01/2015	-	-	15,611.25	15,611.25	-
02/01/2016	125,000.00	1.700%	15,611.25	140,611.25	156,222.50
08/01/2016	-	-	14,548.75	14,548.75	-
02/01/2017	125,000.00	1.950%	14,548.75	139,548.75	154,097.50
08/01/2017	-	-	13,330.00	13,330.00	-
02/01/2018	130,000.00	2.200%	13,330.00	143,330.00	156,660.00
08/01/2018	-	-	11,900.00	11,900.00	-
02/01/2019	135,000.00	2.450%	11,900.00	146,900.00	158,800.00
08/01/2019	-	-	10,246.25	10,246.25	-
02/01/2020	135,000.00	2.600%	10,246.25	145,246.25	155,492.50
08/01/2020	-	-	8,491.25	8,491.25	-
02/01/2021	140,000.00	2.750%	8,491.25	148,491.25	156,982.50
08/01/2021	-	-	6,566.25	6,566.25	-
02/01/2022	145,000.00	2.850%	6,566.25	151,566.25	158,132.50
08/01/2022	-	-	4,500.00	4,500.00	-
02/01/2023	150,000.00	2.950%	4,500.00	154,500.00	159,000.00
08/01/2023	-	-	2,287.50	2,287.50	-
02/01/2024	150,000.00	3.050%	2,287.50	152,287.50	154,575.00
Total	\$1,485,000.00	-	\$278,907.03	\$1,763,907.03	-

Yield Statistics

Bond Year Dollars	\$10,830.50
Average Life	7.293 Years
Average Coupon	2.5751999%
Net Interest Cost (NIC)	2.7123127%
True Interest Cost (TIC)	2.7115089%
Bond Yield for Arbitrage Purposes	2.5578698%
All Inclusive Cost (AIC)	3.0603843%

IRS Form 8038

Net Interest Cost	2.5751999%
Weighted Average Maturity	7.293 Years

Carver County, Minnesota

\$1,485,000

General Obligation Tax Abatement Bonds, Series 2011A

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
01/03/2012	-	-	-	-	-	-	-
08/01/2012	-	-	19,700.78	19,700.78	(19,700.78)	-	-
02/01/2013	-	-	17,048.75	17,048.75	(17,048.75)	-	-
08/01/2013	-	-	17,048.75	17,048.75	-	17,048.75	-
02/01/2014	125,000.00	0.800%	17,048.75	142,048.75	-	142,048.75	159,097.50
08/01/2014	-	-	16,548.75	16,548.75	-	16,548.75	-
02/01/2015	125,000.00	1.500%	16,548.75	141,548.75	-	141,548.75	158,097.50
08/01/2015	-	-	15,611.25	15,611.25	-	15,611.25	-
02/01/2016	125,000.00	1.700%	15,611.25	140,611.25	-	140,611.25	156,222.50
08/01/2016	-	-	14,548.75	14,548.75	-	14,548.75	-
02/01/2017	125,000.00	1.950%	14,548.75	139,548.75	-	139,548.75	154,097.50
08/01/2017	-	-	13,330.00	13,330.00	-	13,330.00	-
02/01/2018	130,000.00	2.200%	13,330.00	143,330.00	-	143,330.00	156,660.00
08/01/2018	-	-	11,900.00	11,900.00	-	11,900.00	-
02/01/2019	135,000.00	2.450%	11,900.00	146,900.00	-	146,900.00	158,800.00
08/01/2019	-	-	10,246.25	10,246.25	-	10,246.25	-
02/01/2020	135,000.00	2.600%	10,246.25	145,246.25	-	145,246.25	155,492.50
08/01/2020	-	-	8,491.25	8,491.25	-	8,491.25	-
02/01/2021	140,000.00	2.750%	8,491.25	148,491.25	-	148,491.25	156,982.50
08/01/2021	-	-	6,566.25	6,566.25	-	6,566.25	-
02/01/2022	145,000.00	2.850%	6,566.25	151,566.25	-	151,566.25	158,132.50
08/01/2022	-	-	4,500.00	4,500.00	-	4,500.00	-
02/01/2023	150,000.00	2.950%	4,500.00	154,500.00	-	154,500.00	159,000.00
08/01/2023	-	-	2,287.50	2,287.50	-	2,287.50	-
02/01/2024	150,000.00	3.050%	2,287.50	152,287.50	-	152,287.50	154,575.00
Total	\$1,485,000.00	-	\$278,907.03	\$1,763,907.03	(36,749.53)	\$1,727,157.50	-

Carver County Board of Commissioners Request for Board Action



Agenda Item:

County Administrator's Recommended 2012 Budget and Levy

Primary Originating Division/Dept: <u>Administration (County)</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>David Frischmon</u> Title: <u>Finance Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>20</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Hemze/David Frisch...</u> Title: <u>County Administrator</u>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The 2012 Budget process began at a May 2011 workshop where the County Board directed staff to implement the Administrator's Recommended 2012 Budget Strategy to:

- * Decrease the county's 2012 tax impact on the average value home
- * Flat-line the 2012 property tax levy compared to 2011
- * Identify \$1.3M in levy savings from a 2.9% across the board cut

During July and August, Division Directors presented their 2012 budget requests at budget hearings.

As part of the compromise to end the State's shutdown, the State paid Market Value Homestead Credit was eliminated and a Market Value Exclusion was created for 2012. To mitigate the County's tax impact from this change on the County's average value home, the Administrator's recommended 2012 levy has been cut by \$1.4M compared to the 2011 levy. To offset this loss of revenues, the Administrator's 2012 Budget brings \$1.4M of State paid CPA back into the 2012 operating budget to help finance operations. Thus, the three CIPs (Road & Bridge, Park & Trail and Buildings) will have to find other revenue sources or delay various capital projects which were planned to be funded pay-as-you-go by CPA.

Attached is the County Administrator's 2012 Budget Message which shows how the County's 2012 Recommended Budget follows the County Board's direction from the May 2011 workshop. Included in the 2012 Budget message are the following Recommendations for 2012:

- * Exhibit A: \$1.3M Levy Savings
- * Exhibit B: Staffing Changes
- * Exhibit C: New Capital Projects
- * Exhibit D: Facilities/Vehicles/Equip Replacement

Later in November, the County Administrator will present an updated Long-Term Financial Plan

On Thursday, December 1st, the County Board will hold a Budget Public Hearing and on December 13th the County Board is expected to adopt the 2012 Final Property Tax Levy, Budget and a Long-Term Financial Plan.

ACTION REQUESTED:

None -Informational only

FISCAL IMPACT: Other

If "Other", specify:

FUNDING

County Dollars =

see comment below

FTE IMPACT: Decrease budgeted staff

Total

\$0.00

Related Financial/FTE Comments:

The 2012 Budget and Levy follows the County Board's direction to decrease the county's 2012 tax impact on the average value home.

Office use only:
RBA 2011- 841

Budget Overview

Administrator's Budget Message

This County Administrator's 2012 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 2012 tax impact on the average-value home decrease, which was the same direction the Board provided for the past several years. Determining the county's tax impact on the average-value home primarily involves three factors: the county's tax levy, the property's value, and the Legislature's property class tax rates. Because property values change at varying rates from year to year, the tax burden shifts each year, which has no impact on the tax revenue for the county. Tax revenue to the county is driven by the tax levy set each year by the County Board. For the first time in several years, the State Legislature changed the property class tax rates by adding a Market Value Exclusion for lower-value homes. This will shift the tax burden to commercial properties and higher-valued homes in order to offset the impact from the State elimination of the Homestead Market Value Credit.

This recommendation lowers the 2012 property tax levy by \$1.4 million to \$44,779,720 compared to the 2011 property tax levy of \$46,179,720 to offset the loss of the State's Homestead Market Value Credit which was subsidizing the property tax levy for the County's taxpayers. To make up for the lost revenue from the elimination of the Homestead Market Value Credit, \$1.4 million of the State's County Program Aid that would have funded capital projects on a pay-as-you-go basis will be used to fund general operations for 2012.

On the cost side, maintaining the same general level of services in 2012 was estimated to cost an additional \$1.3 million. Prior to the Legislature's decision to eliminate Homestead Market Value Credit, the 2012 Budget strategy was to flat-line the 2012 tax levy at the same level as the 2011 tax levy. Thus, county staff identified \$1.3 million in across-the-board levy savings to offset the increased operating costs for 2012. The impact from the decreased levy for 2012 will offset the negative impact from the elimination of the State's Homestead Market Value Credit for County taxpayers including owners of average-value home in 2012.

The County Board plans to hold a public hearing on the 2012 Budget on December 1, 2011. The County Board is expected to adopt the final 2012 levy and budget on Tuesday, December 13, 2011. The 2012 Budget Book will provide a broad overview of historical budget trends, 2012 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 [2013 Long-Term Financial Plan](#) on December 13, 2011. 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 2013 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 2012 Budget.

Budget Summary

The 2012 Preliminary Budget totals \$99,025,256 which is an increase of \$5,477,141 million from the 2011 Budget.

2011-2012 Budget Comparison		
Revenue	2011 Budget	2012 Budget
Taxes & Penalties	48,035,379	46,581,767
Licenses & Permits	806,878	723,760
Intergovernmental	25,375,669	29,146,856
Charges for Services	12,377,174	11,278,583
Fines & Forfeitures	244,333	250,933
Investment Earnings	2,515,170	2,282,607
Other Revenues	2,998,512	3,355,402
Total Revenues	92,353,115	93,619,908
Expenditures		
Public Assistance	5,755,915	4,992,011
Personal Services	52,812,621	52,015,061
Services & Charges	10,192,545	9,903,976
Material & Supplies	3,974,873	4,000,551
Capital Outlay	15,532,360	22,296,293
Debt Services	4,480,351	4,421,021
Other Expenses	(373,619)	(14,635)
Transfers	1,173,069	1,410,978
Total Expenditures	93,548,115	99,025,256
Capital Reserves Used	1,195,000	5,405,348

This chart compares the revenue and expenditure amounts for 2011 and 2012. The largest increase in expenditures for the 2012 Budget is in the area of Capital Outlay. This is primarily due to an increase in Road and Bridge Capital Improvement Projects that are 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 will be used for Road and Bridge CIP projects. Thus, the Capital Outlay increase did not drive a levy increase.

The budget process did, however, require spending cuts in other areas. County staff identified approximately \$1.3 million in levy savings for the 2012 Budget. Recommendations to increase efficiencies and

operational changes are reflected in the budget narratives for each division.

See Attachment A for a summary of the recommended \$1.3million in levy savings and Attachment B for staffing changes.

Budget Strategies

In addition to decreasing taxes on the average-value home, the 2012 Budget was developed using the following strategies set by the County Board:

- **Adopt a Voluntary Early Retirement Incentive Plan (VERIP) and continue a soft hiring freeze.**

In June 2010 and June 2011, the Board approved an incentive plan for voluntary retirement designed to provide budget savings by creating the opportunity to reduce or re-structure staff without the cost of self-insured unemployment benefits. There were 17 employees in 2010 and 13 in 2011 who took early retirement through VERIP. Each of these positions, along with any other vacancies, will be reviewed to see if it should be refilled.

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

For the last several years, new capital projects have been funded with revenue sources that did not increase the County's property tax levy. These sources include federal, state and regional grants and County Program Aid (CPA) from the State. For 2012, CPA will not be available as a funding source for capital projects; it will need to be used to fund general operations. *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 2012 Budget maintains a capital replacement budget funded by the tax levy to pay for the replacement of facilities, vehicles and equipment. It totals \$1.48 million which is slightly higher than the 2011 amount of \$1.47 million. *See Attachment D for this replacement schedule.*

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

The County Board approved reorganizations for the County Attorney's Office, Community Social Services Department, and Taxpayer Services Department in 2011. In addition, Administrative Services has proposed reorganization plans for the Library. *See Attachment A for information on the levy savings attributed to these four reorganizations.*

- **Use trend analysis and budgetary pressures to make projections for certain expenditure and revenue categories.**

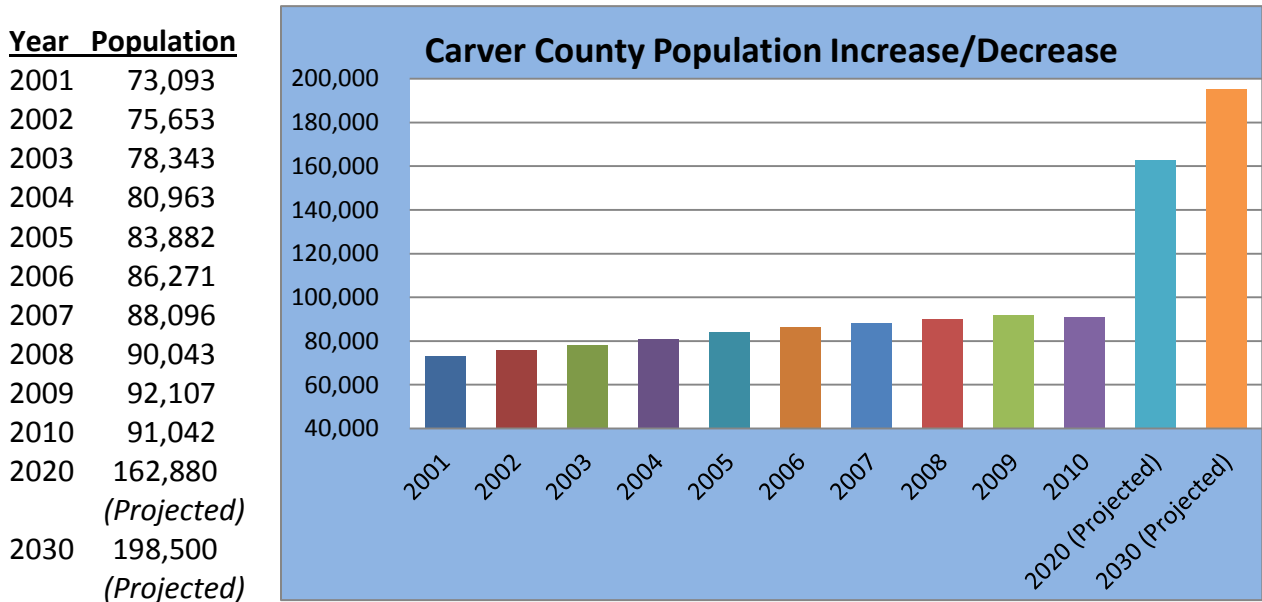
Trend analysis was used to project a \$200,000 decrease in investment income in the 2012 Budget. Projected lower interest rates on investments were primarily responsible for this drop in revenue.

Trend Data

The following are key historical trends that were used to form the foundation of the 2012 Budget.

Population: Out of 87 counties in Minnesota, Carver County’s Census 2010 population of 91,042 is the 11th highest. Over the last decade Carver County had the fifth highest rate of population growth in the state at 29.7% adding a total of 20,837 residents. Carver County’s population growth is expected to continue into the future. Carver County’s population growth is expected to continue into the future.

The following shows the 2000 and 2010 Census populations as well as the U.S. Census Bureau’s population estimates from 2001-2009. Based on the 2000 Census figures, the Metropolitan Council projects Carver County’s population to increase to 198,500 by 2030, which would be as 118% increase from the 2010 Census population.

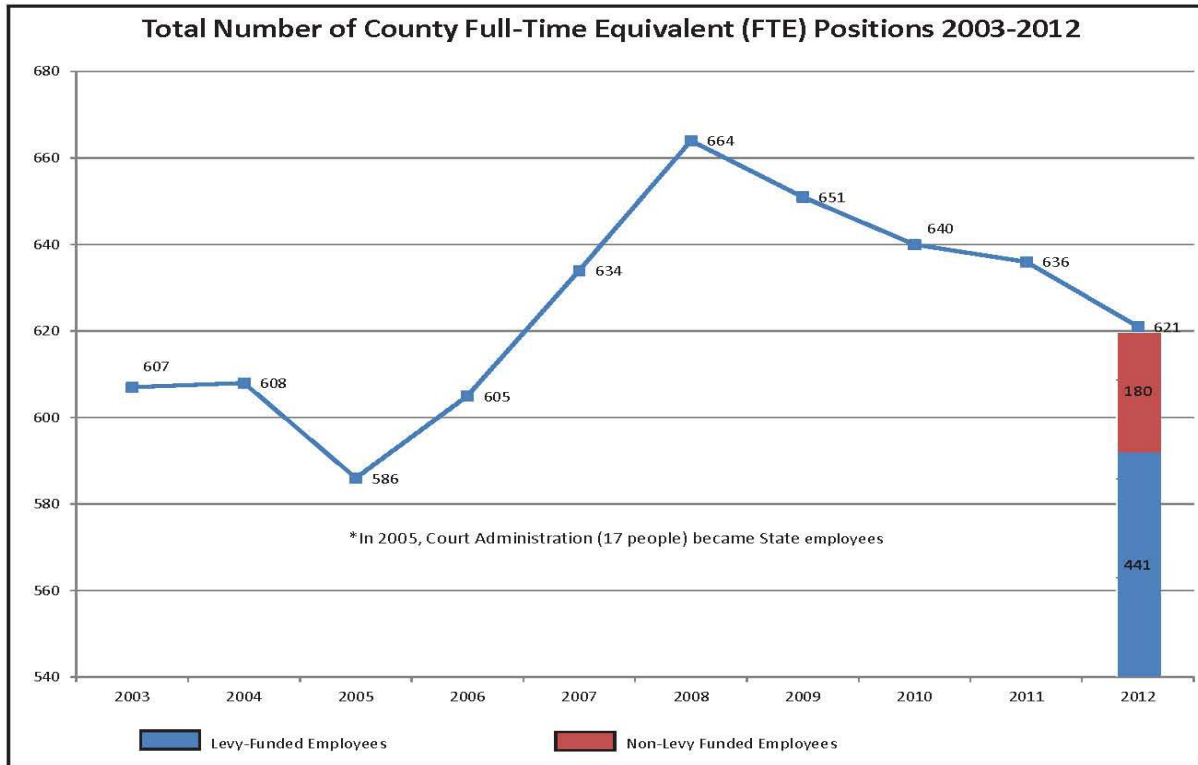


Population growth is the biggest factor related to service demand pressure for Carver County. Significant growth increases the need for public investment in infrastructure and impacts service delivery for government entities.

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 significantly increase by 2030 to 20,820.

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 2012 budget figures, it is estimated that 29% of FTEs will be funded by other sources of revenue that the County has identified to help lower the need to use

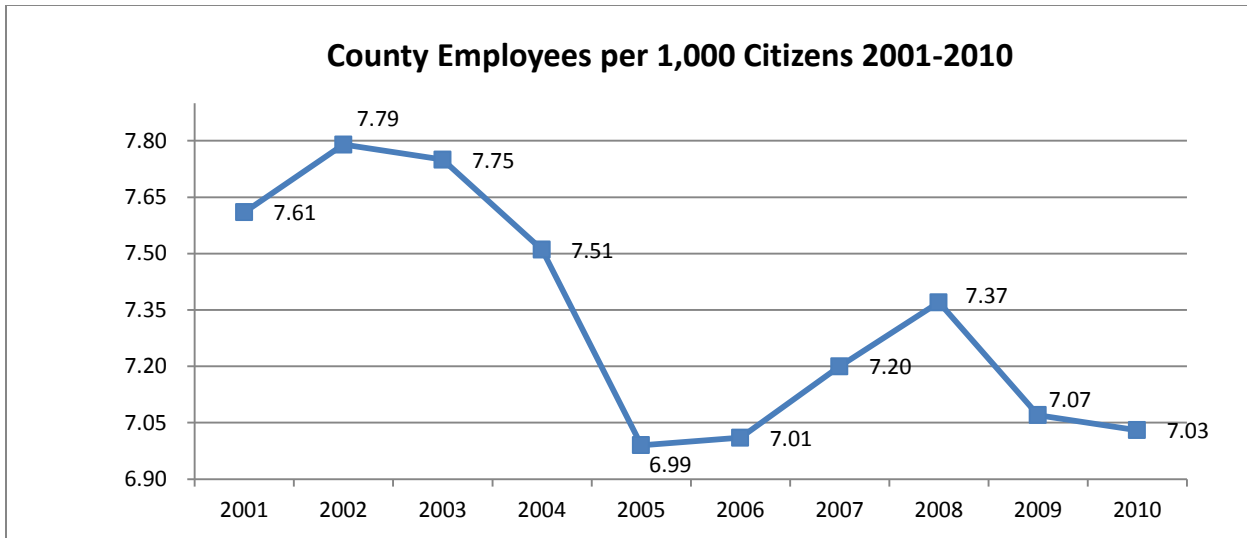
levy funds. Some of the other revenue sources include: contract revenue, fees for services, and grants.



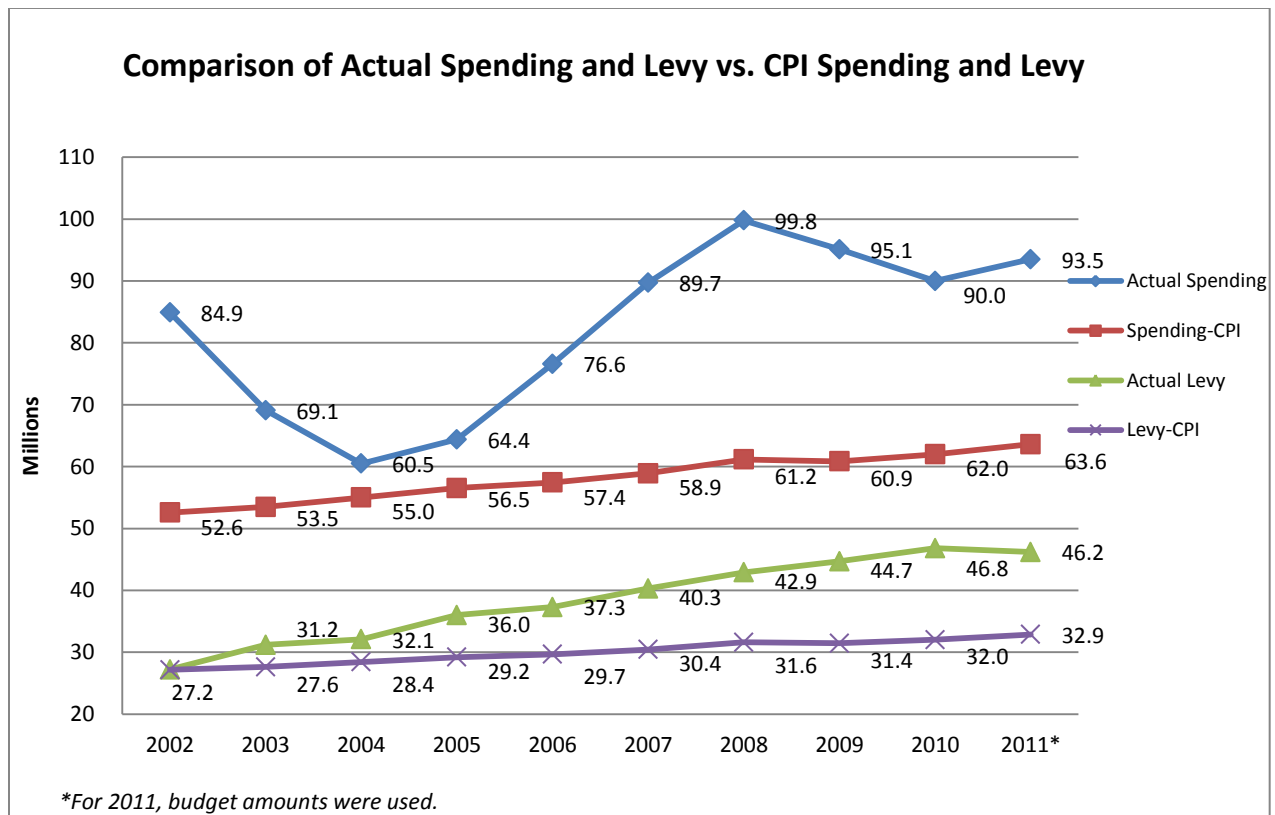
The total number of Full-Time Equivalent (FTE) employee positions increased from 556 in 2001 to a high of 664 in 2008. Budget adjustments made due the loss of state aid has resulted in a loss of 43 FTE employee positions over the past four years. The 2012 recommended budget includes 621 FTE positions.

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.

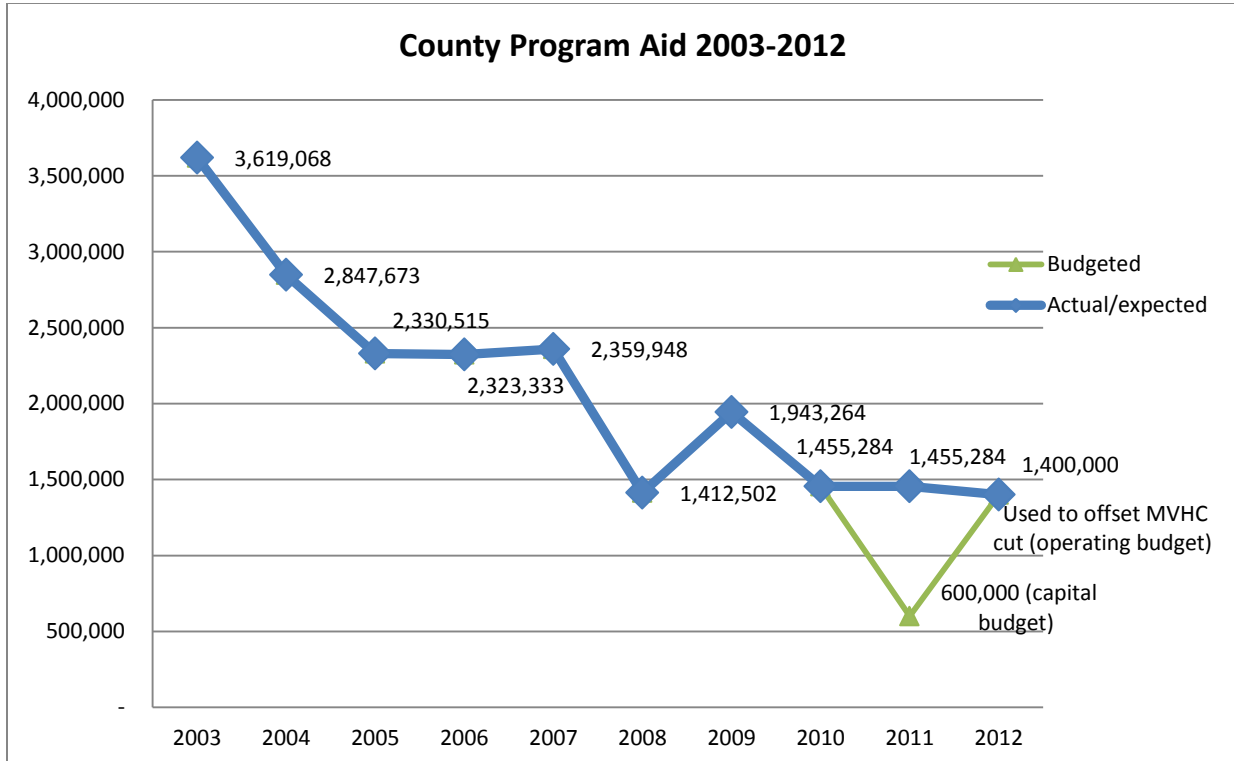
The following chart shows the fluctuation in the number of employees per 1,000 citizens. It has gone from a high of 7.79 employees per 1,000 citizens in 2002 to a low of 6.99 in 2005, when 17 employees became State employees. Since 2008 there has been a steady decrease in the number of employees per 1,000 citizens as a result of continual advancements in technology and efficiencies gained through reorganization.



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 dramatic loss in County Program Aid (CPA) from the State of Minnesota from 2003 to 2012.



The majority of loss in County Program Aid (CPA) occurred between 2003 and 2005. The general trend beyond 2005 was a stabilization of state aid funding with a slight increase projected for 2009. However, the governor unallotted \$761,036 of CPA in December of 2008. Another \$565,646 unallotment of state aid was made in May of 2009, and \$1,148,433 was unallotted in December of 2009. In 2010, the State unallotted \$1.1 million of CPA, and for the first time, the State also made an unallotment to Market Value Homestead Credit (MVHC), reducing it by \$846,807 in 2010.

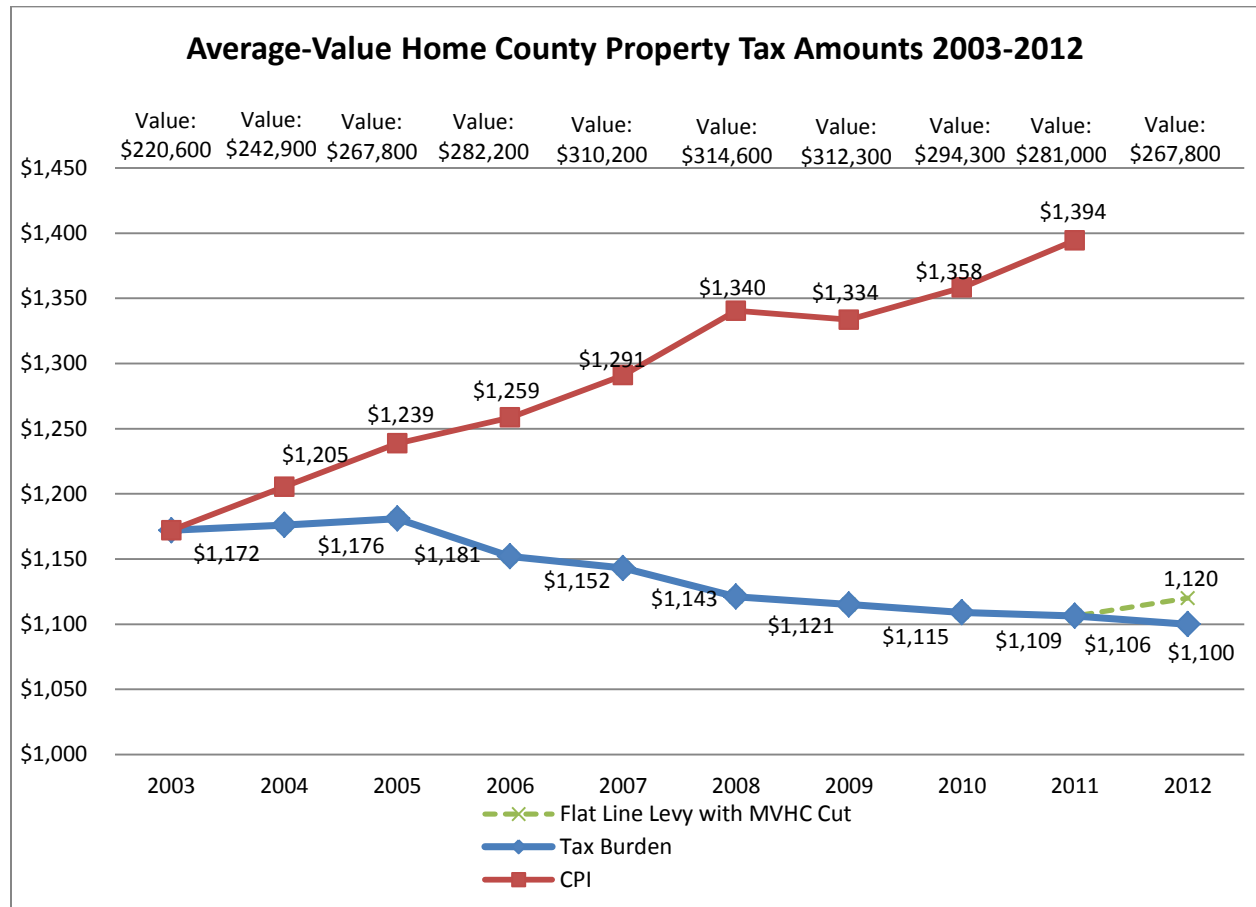
The 2011 Budget included \$600,000 in CPA set aside as a local match for a federal grant for two bridge projects. As it currently stands, the State has unallotted \$1.2 million of CPA in 2011 and has reduced the MVHC by \$1 million. The County will use the CPA funds slated for pay-as-you-go capital improvement projects to partially offset the hit to the operating budget caused by the reduction in MVHC funding.

For 2012, all of the anticipated \$1.4 million in CPA funds will need to be used to offset the elimination of MVHC funding, which had previously subsidized the property tax levy. This is being done in order to avoid passing the State’s budget cuts down to County taxpayers.

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

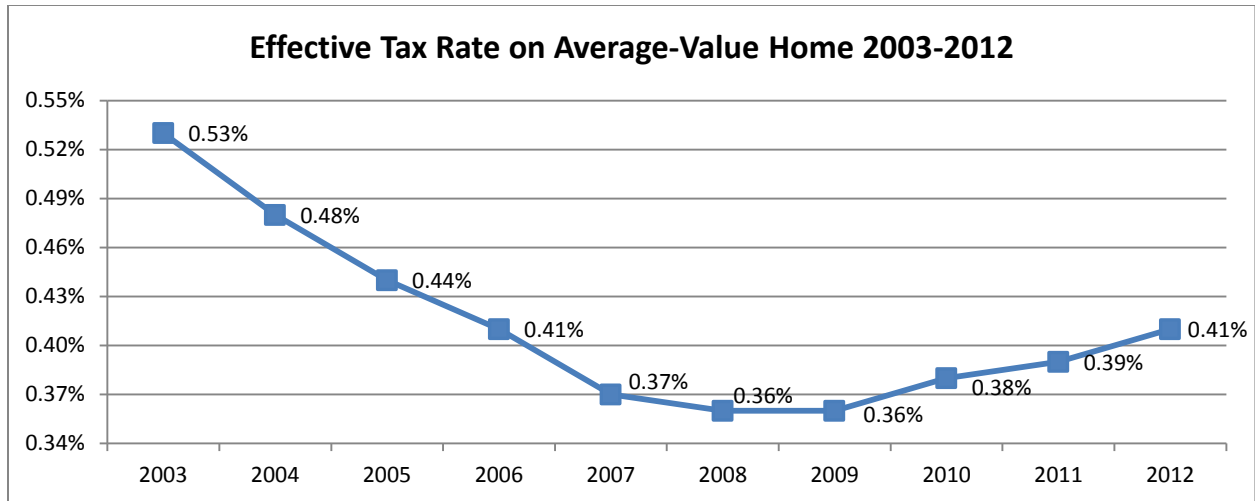
County decreased from \$281,000 in 2011 to \$267,800 in 2012. The County’s portion of the total property tax bill on an average-value home will decrease slightly from \$1,106 in 2011 to \$1,100 in 2012.

The following chart shows the changes in average home values and taxes from 2003 to 2012. It also shows how the average home’s property tax has continually decreased compared to CPI, which has grown over the past several years.

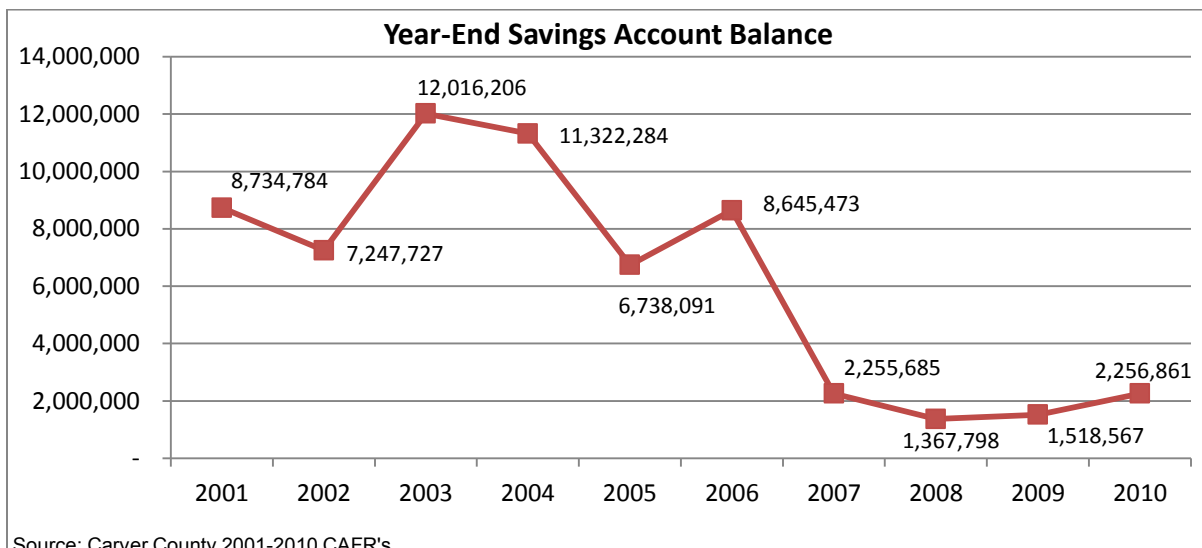


The County’s portion of property taxes for the majority of the average-value commercial properties and higher-valued homes in the County’s will increase slightly in 2012. This increase is a direct result of the State’s new Market Value Exclusion shifting the tax burden from lower-valued homes to commercial properties and higher-valued homes.

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.



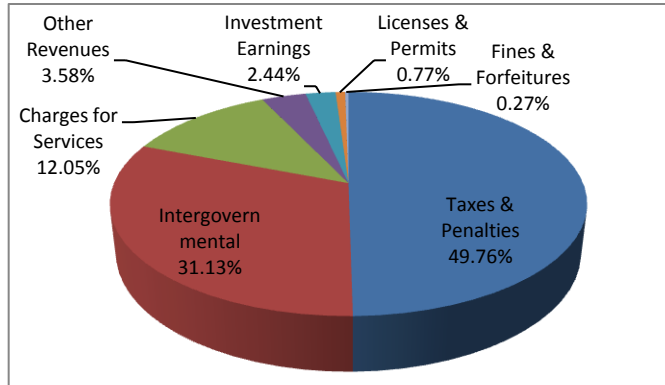
Year-End Savings Account: The Year-End Savings (YES) Account designates up to 5 percent of the County’s reserves for future unknowns such as emergencies, disasters, capital projects, and intergovernmental funding cuts. The YES Account’s balance over the past decade was approximately \$6.2 million. Significant 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 2010 was \$2,256,861. County staff have recommended lowering the YES account balance by approximately \$700,000 in 2011 for the purchase of a new County-wide phone system and for the County’s portion of Park and Trail projects that have been awarded Federal grants. Based on current projections, it is estimated the YES account balance at year-end 2011 will be around \$1.5 million. The following chart shows the trend in this account’s balance.



Revenues

The 2012 Budget totals \$93,619,908 in revenues, which is an increase of \$1,266,793 compared to the 2011 budget. The following lists the sources of revenues for 2012, and the chart shows percentage of the total associated with each revenue amount.

2012 Budget Revenue	
Taxes & Penalties	\$46,581,767
Intergovernmental	29,146,856
Charges for Services	11,278,583
Other Revenues	3,355,402
Investment Earnings	2,282,607
Licenses & Permits	723,760
Fines & Forfeitures	250,933
Total Revenues	\$93,619,908



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 2012 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 \$44,779,720 for 2012, is a decrease of 3.03%, or \$1,400,000, from the 2011 levy. Revenues from the property tax levy will constitute approximately 47.83% of all county revenues for 2012.

2012 Property Tax Levy

General Fund	\$28,010,138
Road and Bridge Fund	4,148,311
Community Social Services Fund	7,365,250
Road & Bridge Capital Improvement Fund	1,500,000
Parks and Trails Capital Improvement Fund	50,000
Debt Services Fund	3,583,021
<u>Unestad Tax Abatement</u>	<u>123,000</u>
Total Levy County	\$44,779,720
<u>Carver Watershed Management Organization</u>	<u>\$ 524,984</u>
Total Combined Levy	\$45,304,704

The decrease in the tax levy is the end-result of a 2012 Budget Strategy adopted by the County Board of Commissioners in May 2011. The County's portion of the total property tax bill on average-value homes will decrease slightly for 2012.

Intergovernmental and Other Revenues: Intergovernmental funding, which increased by \$3,771,187 from the 2011 Budget to the 2012 Budget, and the Other Revenues category are also major sources of revenue for the County.

Intergovernmental funding refers to funding from other governmental units at the federal, state and local level in the form of grants, program aids, entitlements, shared revenues, payments in lieu of taxes, and reimbursements for performance of specific functions or services. It also includes voluntary non-exchange transactions that result from legislative or contractual agreements such as grants, entitlements, appropriations and donations. Tax credits paid by the state are included in intergovernmental revenues. Intergovernmental funding increased from \$25,375,669 in 2011 to \$29,146,856 in 2012 due primarily to increases in federal funding for Road and Bridge projects and budgeting for CPA in 2012, due to the State’s cut in MVHC.

The Other Revenues category totals \$3,226,947. It includes collections on grant funding for specific programs, special assessments, and miscellaneous revenue from contracts.

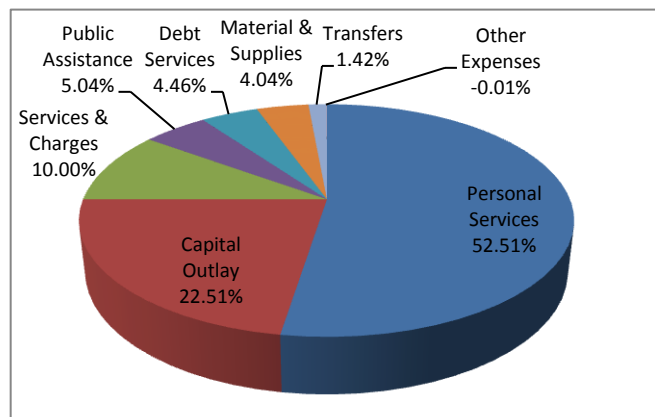
Charges for Services: The third-highest revenue source comes from Charges for Services, which totals \$11,278,583 in the 2012 Budget, a decrease of \$1,098,591 from 2011. This revenue category refers to the County’s acquisition of revenue from the professional services the County provides for a fee and other services and charges covered in its Fee-for-Service Schedule.

Investment Earnings: The revenue from investment earnings totals \$2,282,607 in 2012, compared to \$2,515,170 in 2011. This decrease of \$232,563 in investment earnings is the result of drop in interest rates.

Expenditures

The 2012 Budget totals \$99,025,256 in expenditures, which is an increase of \$5,477,141 compared to the 2011 budget. The following lists the expenditures for 2012, and the chart shows the percentage of the total expenditure associated with each category.

2012 Budget Expenditures	
Personal Services	\$52,015,061
Capital Outlay	22,296,293
Services & Charges	9,903,976
Public Assistance	4,992,011
Debt Services	4,421,021
Material & Supplies	4,000,551
Transfers	1,410,978
Other Expenses	(14,635)
Total Expenditures	\$99,025,256



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 2012 is \$52,015,061, which is a decrease of \$797,560 from the 2011 budgeted amount of \$52,812,621. The 2012 Budget does not include salary or step increases, which is the same as 2010.

After years of seeing health insurance costs increase at a rate much higher than inflation, the County’s health insurance premiums had a 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 preliminary 2012 Budget was developed assuming health insurance costs would increase by \$400,000 in 2012. To continue the positive momentum and results from this strategy, the \$400,000 that was originally set aside for health insurance premiums has been partially reallocated to additional Wellness Incentives for county employees, an increased health insurance waiver and higher dental insurance premiums.

Capital Outlay: The County’s second highest expenditure category is \$22,296,293 for capital improvements. A number of capital projects are included in the 2012 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 2012 Budget includes \$4,992,011 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 2012 is \$763,904 less than the 2011 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 2012 Budget, \$4,421,021 is being budgeted for Debt Services, which is a decrease of \$59,330 from the previous year.

Attachment A: Levy Saving Targets by Division

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Administrative Services	Library	Restructuring	71,024	71,024	Effective Date: 1/1/12. Impact: To be determined and evaluated.
		Reduction in County funding commitment associated with the Library Foundation.	25,172	25,175	Effective Date: 1/1/12. Impact: Potential for a reduction in grant dollars.
	Historical	Small Business Health Care Credit	2,000	2,000	Reduce Historical Society allocation by \$2,000 to reflect 25% credit for the cost of the health insurance premiums that the historical society pays for its employees, probably only a one- or two-year credit
	Information Technology	Elimination of EDMS Coordinator Position	85,000	103,000	We had the retirement of the Central Service Supervisor in April of 2011. Combining the position of EDMS Coordinator and Central Service Supervisor into one position, and, eliminating .80 on call clerical position is a financial savings of \$85,000. We are suggesting that this realignment be considered as part of our 2012 budget reduction. Data will be collected to measure operational impact if implemented.
		PBX Maintenance	-	55,000	Replace 20-year-old PBX phone system. One-time cost \$600,000 with \$55,000 annual savings.
		Professional Services	46,000	46,000	Reduces the scope and number of aged software application replacement/development to an Enterprise solution such as CRM/XRM.
	Veterans Service	01-120-000-0000-6211	115	-	These cuts represent a new operating cut of 6.8% for Veterans Service excluding wages, insurance and benefits. This is now on top of a 21.6% cut last year. This office is a small operation of 3.7 personal that generates over 12 million of revenue into Carver County that is spent on gas, clothing, groceries, taxes etc. Further and future cuts will directly impact the services we provide to the veterans of Carver County.
		01-120-000-0000-6212	50	-	

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Administrative Services	Veterans Services	01-120-000-0000-6241	125	-	
		01-120-000-0000-6242	(60)	60)	
		01-120-000-0000-6331	70	-	
		01-120-000-0000-6332	100	-	
		01-120-000-0000-6335	400	-	
		01-120-000-0000-6379	100	-	
		01-120-000-0000-6401	100	-	
		Restructuring	5,953	5,953	To be determined and evaluated.
		Reduce on-call clerical	500	-	Reducing this line item means that there may be occasions when the office would need to be closed for a half-day to one full day if support staff are gone and the funds for on-clerical have all been expended.
	University of Minnesota Extension	Rentals	700	700	No funds will be available for rentals of rooms, etc. If rental funds are needed, the costs would be passed on to the appropriate program area.
		Reference Books & Library Materials	100	100	This will leave only minimal funds available to purchase resource materials. Any additional purchase costs will be passed back to the appropriate program area.
		Educational Material	147	147	The costs of educational materials will be passed back to the appropriate program area.
		Food and Beverages	100	100	No major impact.
		Data Processing Supplies	500	500	This line item is reduced based on the amount of expenditures in the last two years. This would leave \$1,100 which should cover the costs.
	Administration	Professional Services	8,000	8,000	Reduce professional services by 23%. These reductions will result in relying more on current staff instead of consultants.

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Administrative Services	Facilities	Elimination of several service contracts	15,644	15,644	Effective Date: 1/1/12. Impact: Service contracts and proposed personnel changes may negatively impact turnaround time for projects requiring a quick resolution.
		Restructuring	64,100	-	
ADMINISTRATIVE SERVICES GRAND TOTAL=			325,940	333,283	
Attorney's Office		Codification	(3,000)	(3,000)	This is an added expense from taking codification duties from another Department.
		Grand Jury	2,000	2,000	Costs reduced with expected decline in Grand Jury costs.
		Membership Dues	(900)	(900)	Increased due to MCCC obligations and fees increasing from previous year.
		Subscriptions	1,000	1,000	Eliminated subscriptions that were not priority or could be referenced electronically at a lower or no cost.
		Professional and Tech Fees	(6,110)	(6,110)	Increased due to MCAPs upgrade costs and fees associated.
		Legal Services	10,000	10,000	Reducing the use of outside legal services; performing those functions within the Department.
		Employee Mileage	(1,000)	(1,000)	Increased due to projected gas prices and travel for increased training.
		Conference, Professional Maintenance	5,000	5,000	Utilizing low-cost or free Continuing Education resources to keep Attorneys and Staff updated.
		Office Equipment	1,830	1,830	Inventory of equipment was deemed sufficient
		Reference Books	5,200	5,200	Negotiated lower costs/fees for references with major vendor; reduced legal books.
		Attorney Contingent	2,500	2,500	Lowered due to budget expectations.
		Staff Reorganization	55,000	55,000	Approved by County Board in April 2011
		Victim Witness Program	(1,000)	(1,000)	Increased to better provide community safety.
ATTORNEY GRAND TOTAL =			70,520	70,520	

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Community Social Services	Administrative Support	Delete a Vacant 1.0 FTE Support Services Specialist	53,960	53,960	Position is currently vacant and would be deleted as part of the 2012 Budget.
	Administrative Support	Un-budgeted CCSA	146,040	146,040	These funds were restored under the budget deal between the previous Governor and legislature and not budgeted for CY2011. Both the current Governor and Legislature have proposed to take some portion CSSA. Note: This item is a placeholder pending the impact of the Early Retirement Program.
COMMUNITY SOCIAL SERVICES GRAND TOTAL =			200,000	200,000	
County Administrator		Advertising & Legal Notice	1,000	1,000	Have been receiving favorable newspaper bids.
		Other Travel	1,500	1,500	2011 Allowance increase was not implemented. Reduction brings the amount to current allowance level.
		Office equipment	500	500	
ADMINISTRATION GRAND TOTAL =			3,000	3,000	The savings in these line items have been used to cover the cost of the fair booth.
Court Services/ Probation		REAM (Remote Electronic Alcohol Monitoring) Grant Funds - New for 2012; approved by the MN DOC	10,000	10,000	July 1st, 2011. These grant funds will allow additional offenders to qualify for alternative sentencing options (EMH - Electronic Home Monitoring and alcohol/drug testing) in the community, thus reducing county costs for jail placements and juvenile detention and incarceration programs.
		Reduction in Court Services Child Placement Budget - Consequence Programs (line # 435-710-3715-6040)	12,000	12,000	January 1st, 2012. The overall number of juvenile offenders in need of longer-term placement via the Juvenile Court has continued to trend downward. Court Services has actively worked with the Courts to increase the use of alternatives to incarceration and out-of-home placements, when appropriate. Through the use of validated risk assessments and other proven strategies, services and sanctions are prioritized based on offender risk to reoffend levels.

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Court Services/ Probation		Reduction in Court Services Child Placement Budget - Correctional Facilities (line # 435-710-3850-6040)	10,000	10,000	January 1st, 2012. Offender pre-screening and risk assessments, along with more effective case planning and use of alternative programs and community-based sanctions, will allow for reductions in the use of more costly juvenile correctional facilities (placement costs range from \$150 - \$300 per day, per juvenile offender).
COURT SERVICES/PROBATION GRAND TOTAL =			32,000	32,000	
Employee Relations	Personnel Services	6112 Seasonal Temporary On-Call staffing for County-wide needs	17,400	-	Since more divisions are including temporary staffing needs in their budgets, this account may not be used as frequently. The difficulty reducing this account comes from the situation of a special project or an extended medical leave in a division that does not have temp staffing in their budget, or when something like elections occur and require substantially more staffing than planned (like the 2008 or 2010 recount).
		6241 - Advertising & Legal notices	7,000	7,000	Recent experience with the move to electronic ads for most jobs allows this decrease. The risk is when we have a high profile or difficult-to-recruit vacancy to fill and may need to go to more costly sources. One possible solution, if the cut is made and we have such a vacancy, is to allow for a transfer of funds from an extended vacancy/turnover from the division of where the vacancy occurs.
		6153 - Health Insurance Premium Shift	5,000	-	2010 experience indicates opportunity to save \$5,000 with the same scenario in 2012 as 2011. This will not be sure until 2012 RFP for insurance is complete and we know the 2012 rates.
		6379 - Other Misc. Employee Expenses	2,600	-	Reduction in funds available for wellness incentives - not recommended, but if absolutely necessary, it may be OK for one year, but could have a long term negative impact on other expenses (health insurance).
EMPLOYEE RELATIONS GRAND TOTAL =			32,000	7,000	

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Financial Services		Performance Measurement Program	12,000	12,000	Initial reimbursement in 2011 by filing a report with the Office of the State Auditor by 7/1/11 adopting the 10 Performance Measures. Sustainable revenue stream in 2012 and beyond by reporting to OSA annually on the performance benchmarks that the County has adopted, and that the performance measure system has been implemented.
		Stationary & forms	2,000	2,000	Effective mid 2011 and sustainable. With updating our process of receipting, we were able to eliminate the need for receipt books.
		Office supplies purchasing cooperative rebates	1,000	1,000	Effective 2011 once the County joins a purchasing cooperative with Anoka County that lowers pricing and increases rebates on countywide office supplies purchases.
FINANCIAL SERVICES GRAND TOTAL =			15,000	15,000	
Property Records & Taxpayer Services	Property Records	Elimination of Property Records Manager and reorganization in Taxpayer Services per Board action 6/21/11.	49,000	50,817	County Board approved reorganization effective 6/21/11.
PROPERTY RECORDS & TAXPAYER SERVICES GRAND TOTAL =			49,000	50,817	
Public Health & Environment	Administration	Eliminate 1.0 FTE vacant Office Support Supervisor	83,213	83,213	Effective 1/1/2012. Part of the PH&E reorganization. Duties will be absorbed by Public Health Manager and existing admin staff with little overall impact. Contract duties will eventually be performed by Accounting tech and it is anticipated they will be included in the job classification review for that FTE when appropriate. Otherwise, minimal impact.
	Land & Water Services Administration	Reduce budget for Operating Supplies	1,738	1,738	Effective 1/1/2012. Reduce budget to correspond with lower actual costs in this area. Environmental Services operating costs are covered by a separate departmental budget.
	Land Management	Reduce Professional & Technical Fees For Services	3,500	3,500	Effective 1/1/2012. Budget request has been reduced due to the lower rate(s) charged by the new Building Official.

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Public Health & Environment	Soil and Water Conservation District	Reduce Operating Expenses	3,425	3,425	Effective 1/1/2012. The SWCD made reductions to its operating expenses to correspond with some efficiencies of being located in the Public Works Headquarters building. Grant opportunities are being explored to help fund district activities that align with the strategic goals of Carver County and the Carver County Water Management Organization.
	Emergency Management	Eliminate outdated line items for film processing, health services, stationary, books, and loss control services.	2,925	2,925	Effective 1/1/2012. No impact - actual costs have decreased in these areas as a result of improvements in technology and efficiencies created through departmental reorganization.
	Public Health	Reduce several operating expense budget lines funded by levy dollars.	29,847	29,847	Effective 1/1/2012. Budget request has been reduced in several areas to correspond with reduced number of staff, aligning with historical actual costs and use of grant funding to support more of the cost in the following areas: Equipment & Supplies (\$15,566), Mileage (\$5,160), Telephone (\$4,000), Professional Technical Fees (\$2,000), Medicine & Medical Supplies (\$1,621) and Interpreter requests (\$1,500).
	Environmental Services	Reduce advertising budget.	352	352	01/01/2012 The reduction may result in less paid advertising for environmental programs such as the Environmental Center, organic waste management, or recycling drop-off centers. Staff will look for other means to publicize programs - press releases, electronic mailings, etc.
PUBLIC HEALTH & ENVIRONMENT GRAND TOTAL =			125,000	125,000	
Public Works	Administration	Services & Charges	(6,600)	(6,600)	Effective January 1. Increase in cell phone charges due to replacement of old pager system (\$10,900). Slight increase in conference and training (\$1,300) and data processing fees (\$400). Reduction in mileage reimbursement (\$2,500) and service agreements (\$3,000) and professional fees (\$500).
		Materials & Supplies	700	700	Effective Jan.1. Reduction in office supplies.
	Engineering	Salaries and Benefits	24,017	24,017	Effective Jan. 1. Savings due to early retirement program with projected lower salary of new hires (\$24,017). Does not include vacancy savings.

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Public Works	Engineering	Services & Charges	(900)	(900)	Effective January 1. Reduction in advertising costs (\$1,300: now on web site) and software licensing fees (\$2,000) and film processing (\$50).
		Materials & Supplies	5,000	5,000	Effective January 1. Reduction in office supplies and engineering supplies.
	Highway Maintenance	Salaries and Benefits: FTE Reduction	14,312	14,312	Effective January 1. Reduction in seasonal FTE from 1.9 to 1.3 = 0.6 FTE reduction. Equates to reducing seasonal staff from 6 to 4 people.
		Services & Charges	67,000	67,000	Effective January 1. Operational change. Route and Seal operations (\$38,000) will be performed by county forces instead of contracted out. Sheet patching (\$55,000) will become part of the annual overlay program (CIP). Plus slight reduction in rental budget (\$1,200). Increase in electrical charges (intersection lighting: \$14,000). Increase in professional fees (\$12,000). Increase in misc utilities (\$500). Increase in conference/training (\$700).
		Materials & Supplies	(64,100)	(64,100)	Effective January 1. Increased salt prices (\$63,800) and seal coat material prices (\$28,000). Increase in asphalt patching material to somewhat offset sheet patching (\$13,000). Increase in general supplies and tools (\$10,500). Decrease in crack sealing material (\$8200) and aggregate (\$30,000) based on operational changes. Decrease in sand (\$5,000). Decrease in non-capitalized equipment (\$8,000).
	Equipment Maintenance	Salaries and Benefits: FTE Reduction	36,305	36,305	Effective January 1. Reduction of 1 FTE and reorganization. Levy savings is the remaining available from 2010 budget cuts. Plus elimination of temp/seasonal budget = 0.1 FTE (\$2,521).
		Services & Charges	8,500	8,500	Effective January 1. Reduction in vehicle maintenance and repair and machinery and equip repair (\$13,500) based on historic costs. Decrease in misc expense (\$500). Increase in machinery/equip rental (\$1,500), training (\$500), and software licensing (\$3,500).

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact	
Public Works	Equipment Maintenance	Materials & Supplies	(19,850)	(19,850)	Effective January 1. Increase in Diesel Fuel cost (\$30,000), tires (\$2,500), and uniforms and tools (\$1,350). Reduction in oil & lubricants (\$5,000) and machinery parts (\$9,000).	
	Surveyor	Salaries & Benefits	484	484	Effective January 1. Decrease in part-time/seasonal.	
		Services & Charges	1,550	1,550	Effective January 1. Increase in software licensing fees (\$6,650).	
		Materials & Supplies	(5,200)	(5,200)	Effective January 1. Increase in non-capital equipment (robotic total station conversion: \$5700). Decrease in surveying supplies (\$500)	
	Road & Bridge Revenue	Intergovernmental Revenue: State Aid Regular and Municipal Maintenance Revenue Increase.	67,209	67,209	Effective February 1 +/- . Funds are disbursed in 2 payments. The increase in Gas Tax in 2008 legislation caused sustainable increases beginning in 2009. State Aid Maintenance is allotted every year by formula and is used for county highway operations.	
		Other Revenue	(3,000)	(3,000)	Effective January 1. Reduction in gravel tax revenue (\$40,000) and surveyor fees (\$3000) due to economic climate. Increase in engineering permit fees (\$30,000). Increase in misc revenue (\$30,000). Decrease in refunds reimbursements (\$20,000).	
	Parks	Salaries & Benefits	17,507	17,507	Effective January 1. Decrease in part-time/seasonal salaries (\$11,544). Decrease in overtime (\$6,463). Minor increase in Per Diem (\$500).	
		Services & Charges	(7,450)	(7,450)	Effective January 1. Net increase in the Service and Charges. Several minor reductions and increases.	
		Materials & Supplies	(3,130)	(3,130)	Effective January 1. Net increase in the Materials and Supplies category. Several minor reductions and increases.	
		Miscellaneous	1,800	1,800	Effective January 1. Decrease in property tax. Increase in refunds.	
	PUBLIC WORKS GRAND TOTAL =			134,154	134,154	

Division	Department	Item	Levy Impact: Division	Levy Impact: Admin	Effective date/Impact
Sheriff's Office	235, 236, 240	FTE CUTS 2.4	170,864	170,864	
	239-1716	Delete SERT Bus from CIP	55,000	-	One-time cut for a future purchase; no 2012 levy savings
	240	Delete 5 mobile radios per year, additional new ones were included and no longer needed	16,000	16,000	
	235	Inmate meals	6,500	6,500	
	236	Fleet reductions	67,962	67,962	
	All	Various adjustments throughout budget.	14,647	14,647	
SHERIFF'S OFFICE GRAND TOTAL =			330,973	275,973	
COUNTYWIDE GRAND TOTAL = <u>\$ 1,352,847</u>					

Attachment B: Staffing Changes

Division/Department	Division Requested FTE's	Administrator Recommended FTE's Changes	Position	Division Requested Net (\$)	Administrator Recommended Net (\$)
Recommended for 2012:					
Eliminate Vacant Positions					
Information Technology	(1.00)	(1.00)	EDMS Coordinator	\$ (76,169.00)	\$ (76,169.00)
Information Technology	(0.80)	(0.80)	On-call clerical	\$ (26,897.00)	\$ (26,897.00)
Sheriff	(1.00)	(1.00)	Deputy Sheriff	\$ (87,735.00)	\$ (87,735.00)
Sheriff	(1.00)	(1.00)	Administrative Assistant	\$ (61,887.00)	\$ (61,887.00)
Sheriff	(0.40)	(0.40)	Dispatcher 911	\$ (21,242.00)	\$ (21,242.00)
PH&E	(1.00)	(1.00)	Office Support Supervisor	\$ (83,213.00)	\$ (83,213.00)
CSS	(1.00)	(1.00)	Support Services Specialist	\$ (45,679.00)	\$ (45,679.00)
CSS	(0.20)	(0.20)	Social Worker II (grant)	\$ -	\$ -
CSS	(1.00)	(1.00)	Case Aide	\$ (63,778.00)	\$ (63,778.00)
CSS	(1.00)	(1.00)	Senior Services Supervisor	\$ (100,114.00)	# \$ (100,114.00)
Subtotal	(8.40)	(8.40)		\$ (566,714)	\$ (566,714)
Restructuring - Reorganization & Reductions in Hours					
Library	0.20	0.20	Branch Manager Chanhassen	\$ 5,648.00	\$ 5,648.00
Library	(1.00)	(1.00)	Assistant Library Director	\$ (115,414.00)	\$ (115,414.00)
Library	1.00	1.00	Branch Manager Chaska	\$ 105,887.00	\$ 105,887.00
Library	(1.00)	(1.00)	Technical Services Manager	\$ (99,221.00)	\$ (99,221.00)
Library	0.80	0.80	Librarian (Cataloging Specialist)	\$ 73,775.00	\$ 73,775.00
Library	(1.00)	(1.00)	Technology Management Librarian	\$ (82,230.00)	\$ (82,230.00)
Library	1.00	1.00	Library Systems Administrator	\$ 86,945.00	\$ 86,945.00
Library	(0.25)	(0.25)	Administrative Assistant	\$ (26,151.00)	\$ (26,151.00)
Library			Librarian, 1.0 to 2 @ 0.5 FTE	\$ (20,263.00)	\$ (20,263.00)
Library	(0.50)	(0.50)	Development Director *	\$ (25,172.00)	\$ (25,172.00)
Facilities	(1.00)	(1.00)	Facilities Maintenance Worker I	\$ (84,738.00)	\$ (84,738.00)
Facilities	1.00	1.00	Facilities Maintenance Worker III	\$ 82,675.00	\$ 82,675.00
University of MN Ext.	(0.10)	(0.10)	Extension Services Specialist	\$ (5,953.00)	\$ (5,953.00)
PW - Hwy Maintenance	(0.60)	(0.60)	Seasonal Help Reduction	\$ (14,312.00)	\$ (14,312.00)
PW: Equipment Maint.	(1.00)	(1.00)	Carry-over from 2010 budget cut	\$ (33,784.00)	\$ (33,784.00)
PW: Equipment Maint.	(0.10)	(0.10)	Temp/Seasonal help	\$ (2,521.00)	\$ (2,521.00)
Subtotal	(2.55)	(2.55)		\$ (154,829)	\$ (154,829)
Approved in 2011: Savings will carryover 2012					
County Attorney	(1.00)	(1.00)	Attorney III	\$ (115,563.00)	\$ (115,563.00)
County Attorney	0.20	0.20	Victim Witness Coordinator	\$ 14,951.00	\$ 14,951.00
County Attorney	1.00	1.00	Administrative Assistant	\$ 45,424.00	\$ 45,424.00
Prop. Rec. & Taxp. Svcs.	(1.00)	(1.00)	Property Records Manager	\$ (115,895.00)	\$ (115,895.00)
Prop. Rec. & Taxp. Svcs.	1.00	1.00	Tax Clerk	\$ 61,456.00	\$ 61,456.00
Prop. Rec. & Taxp. Svcs.	0.06	0.06	Tax Clerk (FTE increase)	\$ 3,622.00	\$ 3,622.00
CSS	(1.00)	(1.00)	Psychologist	\$ (109,249.00)	\$ (109,249.00)
CSS	1.00	1.00	Psychotherapist	\$ 101,363.00	\$ 101,363.00
CSS	(1.00)	(1.00)	Support Services Specialist	\$ (52,608.00)	\$ (52,608.00)
CSS	(10.00)	(10.00)	Social Worker Masters **	\$ -	# \$ -
CSS	(1.00)	(1.00)	Autism Specialist **	\$ -	# \$ -
CSS	(0.50)	(0.50)	Social Worker II **	\$ -	# \$ -
CSS	4.00	4.00	Social Worker II **	\$ -	# \$ -
CSS	4.00	4.00	Social Worker III **	\$ -	# \$ -
CSS	1.00	1.00	Support Services Aide	\$ 38,049.00	\$ 38,049.00
CSS	0.30	0.30	Support Services Aide (temporary)	\$ 6,024.00	\$ 6,024.00
CSS	(0.50)	(0.50)	Social Worker III	\$ (17,047.00)	\$ (17,047.00)
CSS	0.60	0.60	Social Worker II	\$ 18,240.00	\$ 18,240.00
Subtotal	(2.84)	(2.84)		\$ (121,233)	\$ (121,233)
Totals	(13.79)	(13.79)		\$ (842,776)	\$ (842,776)

* partial costs shifted to another part of the budget

** net costs balance out \$0.00 with revenue changes

Attachment C: Capital Projects by Fund for 2012 - old version to be deleted)

DEPT.	CIP #	DESCRIPTION	2011	2012	2012	Inc./Dec
			Adopted	Requested	Recommended	
Parks & Trails Capital Improvements						
		Local Contribution for Advanced Funded ParkLand Acquisitions (Levy)	50,000	50,000	50,000	-
015-001		U P Line (Met Council - Advance Funded Land Acquisition Reserves)	835,000	-	-	(835,000)
015-001		U P Line (Local Contribution - CCRRA funds)	165,000	-	-	(165,000)
015-002		Building Removal (CCRRA Reserves)	71,500	-	-	(71,500)
520-013		LMP TH41 Trail and Underpass (Federal Funds)	1,000,000	-	-	(1,000,000)
520-013		LMP TH41 Trail and Underpass (Parks & Trails Legacy funds)	260,000	-	-	(260,000)
520-013		LMP TH41 Trail and Underpass (City of Chanhassen)	250,000	-	-	(250,000)
520-017		New roofing for Park buildings (Moved to FVE Schedule)	-	26,000	-	-
526-001		Dakota Trail Phase II (CCRRA Reserves)	100,000	169,426	-	(100,000)
526-001		Dakota Trail Phase II (Federal TE Funds)	1,000,000	1,000,000	-	(1,000,000)
526-001		Dakota Trail Phase II (Parks & Trails Legacy Funds)	400,000	400,000	-	(400,000)
528-002		LWP Land Acq & Dev (Local Contribution - Park Land Acquisition Reserves)	700,000	-	-	(700,000)
		34-520-XXX-XXXX-6610	4,831,500	1,645,426	50,000	(4,781,500)

Fund \$34 Total	34-XXX-XXX-XXXX-66XX		4,831,500	1,645,426	50,000	(4,781,500)
------------------------	-----------------------------	--	------------------	------------------	---------------	--------------------

Parks and Trails Levy Dollars - Fund #34			50,000	76,000	50,000	26,000
---	--	--	---------------	---------------	---------------	---------------

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

973-01		Data & Phone Cabling Needs - County Facilities (State CPA/35% Reserve)	100,000	100,000	-	(100,000)
973-02		Courts Security Improvements (State CPA/35% Reserve)	50,000	-	-	(50,000)
820-01		Sheriff's Office Consolidation Study (Reserve)	-	-	90,000	90,000
		Mayer curbside book return (Moved to FVE Schedule)	-	5,000	-	-
		Chanhassen automated book return belt replacement (Moved to FVE Schedule)	-	12,000	-	-
974-01		Watertown Library remodel (State CPA)	-	50,000	-	-
		30-XXX-XXX-XXXX-6630	150,000	167,000	90,000	(60,000)
		Fire Pagers and System Grant Local Match (State Aid/35% Reserve*)	130,000	-	-	(130,000)
		30-XXX-XXX-XXXX-6601	130,000	-	-	(130,000)

Fund #30 Total	30-XXX-XXX-XXXX-66XX		280,000	167,000	90,000	(190,000)
-----------------------	-----------------------------	--	----------------	----------------	---------------	------------------

Capital and Other Levy Dollars - Fund #30			-	-	-	-
--	--	--	----------	----------	----------	----------

Road & Bridge Capital Improvements

Highway Maintenance

305-032		Sign Replacement Project (*10 State Aid/*11 & *12 County Levy)	125,000	125,000	125,000	-
		03-305-000-0000-6520	125,000	125,000	125,000	-

Professional Services

		CSAH 50 Culvert #L2787 (State Aid regular)	-	50,000	-	-
307-011		CSAH 10 Bridge #5882 (State Aid Municipal)	-	50,000	50,000	50,000
307-022		CSAH 61 Improvements (Fund Balance / Reserve)	-	24,000	24,000	24,000
307-022		CSAH 61 Improvements (Municipal / State Participation)	-	350,000	350,000	350,000
307-033		CSAH 14, SAP 010-614-007 (Fund Balance / Reserve)	-	40,000	40,000	40,000
307-034		TH101 - Pioneer to Lyman Turnback (Municipal / State Participation)	-	150,000	150,000	150,000
307-035		TH212 NYA To Chaska (Federal)	-	1,324,650	1,324,650	1,324,650
307-035		TH212 NYA To Chaska (Municipal / State Participation)	-	166,000	166,000	166,000
307-035		TH212 NYA To Chaska (County Levy)	-	166,000	-	-
307-005		CSAH 10 Bridge #5882 (State Aid Municipal)	250,000	-	-	(250,000)
307-007		CSAH 30 Bridge #7118 (State Aid Regular)	-	100,000	100,000	100,000
307-008		CSAH 40 Bridge #4655 (State Aid Regular)	-	70,500	70,500	70,500
307-009		CSAH 41 Bridge #2784 (State Aid Regular)	70,500	70,500	70,500	-
307-010		CSAH 43 Bridge #10501 (State Aid Regular)	-	70,500	70,500	70,500
		32-307-000-0000-6260	320,500	2,632,150	2,416,150	2,095,650

Construction

307-001		CSAH 11 - CSAH 61 to CSAH 10 (County Levy)	-	-	-	-
307-001		CSAH 11 - CSAH 61 to CSAH 10 (State Aid Regular)	920,448	513,461	505,239	(415,209)

Attachment C: Capital Projects by Fund for 2012 - old version to be deleted)

DEPT.	CIP #	DESCRIPTION	2011	2012	2012	Inc./Dec
			Adopted	Requested	Recommended	
	307-001	CSAH 11 - CSAH 61 to CSAH 10 (Federal)	2,805,968	2,805,968	2,805,968	-
	307-001	CSAH 11 - CSAH 61 to CSAH 10 (County Bonds - 2008)	2,077,144	2,238,665	2,230,443	153,299
	307-007	CSAH 30 Bridge #7118 (State Aid Regular)	20,000	-	-	(20,000)
	307-007	CSAH 30 Bridge #7118 (State Bridge Bonds)	375,000	375,000	375,000	-
	307-007	CSAH 30 Bridge #7118 (County Program Aid)	375,000	425,000	425,000	50,000
	307-008	CSAH 40 Bridge #4655 (State Aid Regular)		510,000	510,000	510,000
	307-008	CSAH 40 Bridge #4655 (State Bridge Bonds)		510,000	510,000	510,000
	307-009	CSAH 41 Bridge #2784 (State Aid Regular)	20,000	-	-	(20,000)
	307-009	CSAH 41 Bridge #2784 (State Bridge Bonds)	345,000	345,000	345,000	-
	307-009	CSAH 41 Bridge #2784 (County Program Aid)	325,000	345,000	345,000	20,000
	307-010	CSAH 43 Bridge #10501 (State Bridge Bonds)		415,000	415,000	415,000
	307-010	CSAH 43 Bridge #10501 (County Program Aid)		415,000	415,000	415,000
	307-019	Safety Set Aside (State Aid Regular)	75,000	-	-	(75,000)
	307-019	Safety Set Aside (State Bonds - LRIP)	410,000	-	-	(410,000)
	307-019	Safety Set Aside (County Levy)	175,000	234,000	175,000	-
	307-022	CSAH 61 Improvements (Fund Balance / Reserve)	-	120,000	120,000	120,000
	307-024	CSAH13 / TH5 Turn Lane and CSAH11 / TH5 Turn Lane (State Aid Regular)	-	350,000	350,000	350,000
	307-027	CSAH 11 at TH 7 Roundabout (State Aid Regular)		50,000	50,000	50,000
	307-028	TH 284 / TH 5 Signal & Turn Lanes (State Aid Regular)	100,000	-	-	(100,000)
	307-033	CSAH 14, SAP 010-614-007 (Fund Balance / Reserve)		250,000	250,000	250,000
	307-036	CSAH 30 and 33 New Germany Utility Replacement (State Aid Municipal)	543,000	543,000	543,000	-
	307-037	CSAH 10 Engler Development Project (Other Funding Source - Abatement)		1,371,683	1,371,683	1,371,683
		32-307-000-0000-6281	8,566,560	11,816,777	11,741,333	3,174,773
Right of Way						
	307-001	CSAH 11 (TH212 to CSAH 10) State Aid Regular	-	-	-	-
	307-006	CSAH 18 (Audubon to Powers) State Aid Regular	-	325,000	325,000	325,000
	307-006	CSAH 18 (Audubon to Powers) Municipal / State Participation	-	325,000	325,000	325,000
	307-007	CSAH 30 Bridge #7118 (State Aid Regular)	-	100,000	100,000	100,000
	307-009	CSAH 41 Bridge #2784 (State Aid Regular)	-	-	-	-
		32-307-000-0000-6260	-	750,000	750,000	750,000
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	-
		32-307-000-0000-6260	2,000,000	2,000,000	2,000,000	-
Fund #32 Total	32-307-XXX-XXXX-66XX		11,012,060	17,323,927	17,032,483	6,020,423
Road & Bridge Levy Dollars - Fund #32			1,500,000	1,725,000	1,500,000	-

Attachment D: 2012 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2011	2012	2012	Inc./Dec
			Approved	Requested	Recommended	
Administrative Services - Facilities						
Building Improvements - 6640						
110	2	EMERGENCY BUILDING REPAIRS	50,000	50,000	50,000	-
110	6	ENERGY MANAGEMENT SYSTEM	10,000	25,000	25,000	15,000
110	7	MISC BUILDING IMPROVEMENTS	60,000	60,000	60,000	-
110	120	JAIL PAINTING	-	10,000	25,000	25,000
110	121	JAIL FLOORING	-	15,000	-	-
110	114	LEC TUCK POINT - WATER PROOFING	-	5,000	5,000	5,000
110	96	CARD READERS UPGRADES	40,000	15,000	15,000	(25,000)
110	76	COURTS/CAMPUS CARPET REPLACEMENT	50,000	-	-	(50,000)
110	35	ADMIN WEST Fire Alarm Panel	55,000	-	-	(55,000)
110	103	ADMIN WEST FENCING FOR REFUSE-FUEL TANK	25,000	-	-	(25,000)
110		PWHQ Fuel Island Improvements	20,000	-	-	(20,000)
		Watertown & NYA Stations	8,000	15,000	15,000	7,000
110	44	PWHW BOILER Replacement	12,000	-	-	(12,000)
110	72	PEAVEY PARKING DRIVE REPAIR	30,000	-	-	(30,000)
110	46	PEAVEY OUTDOOR LIGHTING	5,000	-	-	(5,000)
110	47	CUSTODIAN EQUIPMENT REPLACEMENT	12,500	-	-	(12,500)
529		WEC IMPROVEMENTS (*paid by WEC lease revenue)	10,000	10,000	10,000	-
110	086	First Street South Windows Replacement Phase II	-	25,000	25,000	25,000
110	053	First Street Parking Lot Removal & Repair	-	2,000	2,000	2,000
110	105	ADMIN WEST VAPOR Barrier in Crawl Space	-	50,000	50,000	50,000
110	054	Courts Water Repair/Tuck Point/Flashing	-	5,000	5,000	5,000
110	018	Duct Cleaning	-	20,000	20,000	20,000
110	093	ENCORE HVAC to RTU	-	15,000	15,000	15,000
110	013	Entrance Mat Replacements	-	10,000	10,000	10,000
110	027	Jail Appliances	-	30,000	30,000	30,000
110	035	UPS Batteries	-	10,000	10,000	10,000
110	019	Chaska PW	-	15,500	15,500	15,500
		Building Improvements 01-110-000-0000-6640	387,500	387,500	387,500	-
Dept Total			387,500	387,500	387,500	-
Administrative Services - Information Services						
Manager Capital Initiatives						
		Technology - Managers Initiatives	406,000	406,000	406,000	-
		Software: 01-049-000-0000-6655	406,000	406,000	406,000	-
		Total 01-049-000-0000-66XX	406,000	406,000	406,000	-
Dept Total			406,000	406,000	406,000	-
Administrative Services - Library						
Administration						
	974-02	City of Mayer Curbside Book Return	-	5,000	5,000	5,000
		Equipment: 01-014-500-0000-6660	-	5,000	5,000	5,000
		Total 01-014-500-0000-66XX	-	5,000	5,000	5,000
Chanhassen						
		AMH Roller Track	10,000	-	-	(10,000)
	501-01	Chanhassen Library Automated Materials Handling Belt replace	-	12,000	12,000	12,000
		Equipment: 01-014-501-0000-6660	10,000	12,000	12,000	2,000
		Total 01-014-501-0000-66XX	10,000	12,000	12,000	2,000
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						
Watertown						
		Copy machine	-	-	-	-
		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			10,000	17,000	17,000	7,000

Administrative Services - University of Minnesota Extension

Attachment D: 2012 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2011	2012	2012	Inc./Dec
			Approved	Requested	Recommended	
		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	-	-	-	-
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	35,000
		01-123-130-XXXX-6660	-	35,000	35,000	35,000
Public Health & Environment - Planning & Water (Paid by WMO Levy)						
		Bevens Creek Project Fund	15,000	-	-	(15,000)
		Carver Creek Project Fund	45,000	-	-	(45,000)
		Waconia City Hall Rain Gardens	-	-	-	-
		Seminary Fen Ravine Restoration	-	-	-	-
		Crow River Project Fund	35,000	-	-	(35,000)
		West Creek Project Fund	8,000	-	-	(8,000)
		East Creek Project Fund	25,000	-	-	(25,000)
		Carver County Water Mgmt. Organization Project Fund	-	123,000	123,000	123,000
		01-123-XXX-XXXX-6630	128,000	123,000	123,000	(5,000)
Division Total	01-123-XXX-XXXX-66XX		128,000	158,000	158,000	30,000
Sheriff's Office						
Recreational Services						
	231-01	Two Snowmobiles	20,000	-	-	(20,000)

Attachment D: 2012 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2011	2012	2012	Inc./Dec
			Approved	Requested	Recommended	
		Equipment 01-201-231-1653-6660	-	-	-	-
		Equipment 01-201-231-1652-6660	20,000	-	-	(20,000)
		Total Capital Outlay 01-201-231	20,000	-	-	(20,000)
Jail		Jail Maint. - (\$65K funded in 2011 and \$20K in Facilities '12 Budget)		85,000	-	-
		Equipment: 01-201-235-0000-6660	-	85,000	-	-
		Total Capital Outlay 01-201-235	-	85,000	-	-
Patrol						
	236-01	Vehicles	305,400	237,438	237,438	(67,962)
		Vehicles: 01-201-236-0000-6670	305,400	237,438	237,438	(67,962)
		Total Capital Outlay 01-201-236	305,400	237,438	237,438	(67,962)
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
		Equipment: 01-201-240-0000-6660	-	50,000	50,000	50,000
		Total Capital Outlay 01-201-240	-	50,000	50,000	50,000
Dept Total		01-201-XXX-XXXX-66XX	325,400	372,438	287,438	(37,962)
Public Works - Road & Bridge Administration						
		Hwy Engineer Equipment Request	-	-	-	-
		Equipment: 03-301-000-0000-6660	-	-	-	-
		Total Capital Outlay: 03-301	-	-	-	-
Engineering						
		Synchro/ SimTraffic Software	-	5,000	5,000	5,000
		Software: 03-303-000-0000-6655	-	5,000	5,000	5,000
			-	-	-	-
		Handheld GPS (Asset Management)	-	10,000	10,000	10,000
		Equipment: 03-303-000-0000-6660	-	10,000	10,000	10,000
			-	-	-	-
		Equipment: 03-303-000-0000-6670	-	-	-	-
		Total Capital Outlay: 03-303	-	15,000	15,000	15,000
Highway Maintenance						
		AVL / GPS for plow trucks		20,000	20,000	20,000
		Equipment: 03-304-000-0000-6660	-	20,000	20,000	20,000
	305-003	Semi Tractor		180,000	180,000	180,000
	305-020	Pickups (Non-Levy Funds)		47,000	47,000	47,000
	305-003	Tandem	230,000	-	-	(230,000)
	305-002	Attenuator	36,000	-	-	(36,000)
		Hwy Vehicles: 03-304-000-0000-6670	266,000	227,000	227,000	(39,000)
	305-005	Cracksealing Routers (2)		16,000	16,000	16,000
	305-014	Pick Up Broom (Non-Levy Funds)		200,000	200,000	200,000
	305-006	Asphalt Roller - 1 ton (Non-Levy Funds)		30,000	30,000	30,000
	305-007	Trailer Message Boards (Non-Levy Funds)		40,000	40,000	40,000
	305-008	Ditch Cleaning Bucket		9,000	9,000	9,000
		Hwy Eq: 03-304-000-0000-6690	-	295,000	295,000	295,000
		Total Capital Outlay: 03-304	266,000	542,000	542,000	276,000
Equipment Maintenance						
		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	14,000
		Forklift	-	20,000	20,000	20,000
		Equipment Maint: 03-306-000-0000-6660	-	34,000	34,000	34,000
		Total Capital Outlay 03-306	-	44,000	44,000	44,000
Surveyor						
		GPS Equipment Replacement	-	-	-	-
		Equipment Maint: 03-310-000-0000-6660	-	-	-	-
		Total Capital Outlay 03-310	-	-	-	-
Dept Total		03-XXX-XXX-XXXX-66XX	266,000	601,000	601,000	335,000
		Non-levy Funds	0	317,000	317,000	

Public Works - Parks Administration

Attachment D: 2012 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2011	2012	2012	Inc./Dec
			Approved	Requested	Recommended	
		Park Maintenance Projects (paid by increase in park permit fees)	28,000	-	-	(28,000)
		Site Improvements: 01-520-000-0000-6610 *	28,000	-	-	(28,000)
		Baylor Park Roofing of Bath Houses and Shelter (Paid by Park Fees)		28,000	28,000	28,000
		Bldg Improvements: 01-520-000-0000-6640	-	28,000	28,000	28,000
		Trail Maintenance Blower	-	7,000	7,000	7,000
		Disc Mower	-	8,500	8,500	8,500
		Utility Cart	13,000	-	-	(13,000)
		Beach Shade Enhancement	11,000	-	-	(11,000)
		Trailer	15,000	-	-	(15,000)
		Snowmobile	21,000	-	-	(21,000)
		Equipment: 01-520-000-0000-6660	60,000	15,500	15,500	(44,500)
		Light Utility Truck	-	27,000	27,000	27,000
		Vehicles: 01-520-000-0000-6670	-	27,000	27,000	27,000
Dept Total	01-520-XXX-0000-66XX		88,000	70,500	70,500	(17,500)
Social Services						
		Financial Assistance Client Kiosk - Reception Area	6,250	-	-	(6,250)
		Equipment 11-XXX-XXX-XXXX-6665	6,250	-	-	(6,250)
		Replacement Client Transport Vehicles (1 @ \$22,000)	22,000	22,000	22,000	-
		Vehicles 11-405-700-XXXX-6670	22,000	22,000	22,000	-
Dept Total	11-XXX-XXX-XXXX-66XX		28,250	22,000	22,000	(6,250)
Taxpayer Services - Elections						
			-	6,000	6,000	6,000
		Equipment: 01-040-065-000-6660	-	6,000	6,000	6,000
Dept Total	01-040-XXX-0000-66XX		-	6,000	6,000	6,000
County Totals			1,639,150	2,040,438	1,955,438	316,288
			Non-Levy Dollars Available to Pay	(166,000)	(478,000)	(312,000)
			Net Levy Dollars Needed	\$ 1,473,150	\$ 1,562,438	\$ 1,477,438

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Lake Minnewashta Regional Park and TH 41 Trail and Underpass

Primary Originating Division/Dept: <u>Public Works - Parks</u>	Meeting Date: <u>11/1/2011</u>
Contact: <u>Marty Walsh</u> Title: <u>Parks Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Marty Walsh</u> Title: <u></u>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

In 2007, Carver County was awarded \$1,000,000 in Federal Transportation Enhancement Funds to construct 2.6 miles of trail and trail underpass at TH 41 into Lake Minnewashta Regional Park. On July 27, 2010 the County board approved a memorandum of understanding with the City of Chanhassen which outlined management of the project, cost participation and ongoing operations, ownership, and cost participation for future rehabilitation of the trail after it is constructed . The City of Chanhassen at its October 10, 2011 meeting approved a Joint Powers Agreement which is consistent with the July 27, 2010 Memorandum of Understanding. The Joint Powers Agreement further defines the cost participation by the County and City. The estimated project cost including design, engineering and inspection services is approximately \$2.1 Million. The local match by the City of Chanhassen is projected to be \$630,000. Carver County portion is \$418,000. The County's share for construction and design and engineering of the Local matching funds is planned to come from **Parks and Trails funds** and from capital improvement bonding proceeds of the 2011 Legislature which the County will receive through the Metropolitan Council. Plans for the project are completed. In order for the project to be authorized, staff is recommending that the County Board approve the Joint Powers Agreement with the City of Chanhassen, approve a resolution for a Limited Use Permit for the trail within the TH 41 right-of-way, approve a permanent easement for a trail within Lake Minnewashta Regional Park for a trail, authorize Right of Way Certificate #1 for State Project 010-090-003. It is further requested that the County Engineer be authorized to sign the plans and specifications for the project and authorize the project to be advertised for bids.

ACTION REQUESTED:

It is requested that the Board approve the Joint Powers Agreement with the City of Chanhassen and Authorize the County Administrator to sign.

It is requested that the Board approve a resolution for a Limited Use Permit within State Highway Right of Way, Approval of Permanent Easement in Lake Minnewashta Regional Park, and Authorize County Engineer to sign Right of Way Certificate #1 for Lake Minnewashta Regional Park, TH41 Trail and Underpass Project SP 010-090-003.

Additional, it is requested that the Board authorize the County Engineer to sign plans and specifications for the project and authorize the project to be advertised for bid.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	\$0.00
Fed, State, Metro, City	\$2,140,626.00
Total	\$2,140,626.00

Related Financial/FTE Comments:

The County's portion of funding is to come from **2011 allocation of Parks and Trails Funding provided through the**

Metropolitan Council and through bonding provided as a result of the 2011 Legislature and corresponding match by the Metropolitan Council. These funding sources will provide the County contribution of \$ 418,000.

Office use only:
RBA 2011- 830

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

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

Approval of Limited Use Permit within State Highway Right of Way, Approval of Permanent Easement in Lake Minnewashta Regional Park, and Authorization of Right of Way Certificate #1 for Lake Minnewashta Regional Park, TH41 Trail and Underpass Project SP 010-090-003

WHEREAS, the Lake Minnewashta Regional Park, TH41 Trail and Underpass Project is consistent with Carver County’s Comprehensive Plan; and

WHEREAS, Carver County has a Development Master Plan for Lake Minnewashta Regional Park; and

WHEREAS, the planned Lake Minnewashta Park, TH41 Trail and Underpass Project is consistent with the Development Master Plan for Lake Minnewashta Regional Park; and

WHEREAS, the construction of the trail and trail underpass within Lake Minnewashta Regional Park and Minnesota State Trunk Highway 41 right of way requires a Minnesota Department of Transportation (MnDOT) limited use permit for a trail and bridge; and

WHEREAS, the Mn/DOT has drafted a limited use permit for Carver County for a trail and underpass and requires Carver County Board approval of the permit; and

WHEREAS, MN/DOT requires that the County Engineer certify that right of way for trail in Lake Minnewashta Regional Park has been secured by signing the Mn/DOT-issued right of way Certificate #1; and

WHEREAS, said project is designated as State Project 010-090-003; and

WHEREAS, Carver County is receiving federal funding for a portion of the construction costs; and

WHEREAS, federal funding rules require a permanent trail easement through the lands the trail occupies.

NOW, THEREFORE, BE IT RESOLVED, That the Carver County Board of Commissioners hereby approves the limited use permit to be issued by the Mn/DOT to Carver County for a trail within Lake Minnewashta Regional Park and authorizes the County Board Chair to sign the permit; and

BE IT FURTHER RESOLVED, the Board Chair and the County Administrator are hereby authorized to sign an easement prepared by the County Attorney granting the public a permanent easement for trail purposes on County lands on which the trail lies; and

BE IT FURTHER RESOLVED, That the County Engineer is hereby authorized to sign the Mn/DOT right of way Certificate #1.

YES

ABSENT

NO

STATE OF MINNESOTA
 COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the _____ day of _____, 2011, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of _____, 2011.

Dave Hemze

County Administrator