

**Carver County Board of Commissioners
 January 19, 2010
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota**

County Board Work Session Agenda

Time	Topic	Page
4:00 p.m.	A. PUBLIC HEALTH	
	1. Recognition of Carver County school districts for H1N1 campaign support	1
4:15 p.m.	B. FINANCIAL SERVICES	
	1. Establishing an OPEB trust with PERA.....	2-6
4:35 p.m.	C. ADMINISTRATIVE SERVICES	
	1. Tower lease discussion between Carver County and Hollywood Township.....	7
5:15 p.m.	Board and Administrator Reports	

David Hemze
 County Administrator

UPCOMING MEETINGS

January 26, 2010	9:15 a.m. Board Meeting
February 2, 2010	9:15 a.m. Board Meeting
February 9, 2010	9:15 a.m. Board Meeting
February 16, 2010	4:00 p.m. Work Session



REQUEST FOR BOARD ACTION

AGENDA ITEM : Recognition of Carver County School Districts for 2009 H1N1 Campaign Support

Originating Division: Public Health

Meeting Date: 1/19/10

Amount of Time Requested: 10 minutes

Attachments for packet: Yes No

Item Type: Consent Regular Session Closed Session Work Session Ditch/Rail Authority

BACKGROUND/EXPLANATION OF AGENDA ITEM:

The presentation will recognize the Carver County school districts for their contributions to the Carver County Public Health 2009 H1N1 Influenza Immunization Campaign. The districts include: ISD# 108 Central Public Schools serving Cologne, Hamburg and Norwood Young America; ISD# 110 Waconia Public Schools serving Waconia and New Germany; ISD# 111 Watertown-Mayer Public Schools serving Watertown and Mayer; and ISD# 112 Eastern Carver County Schools serving Chanhassen, Chaska, Victoria and Carver.

- ISD# 108 Central Public Schools hosted two in-school H1N1 Immunization clinics on December 15th and 16th to immunize pre-school through high school students, as well as the parochial school students.
- ISD# 110 Waconia Public Schools co-hosted a Carver County Public Health clinic at the Waconia High School on Saturday, November 14th to serve healthy five through nine year olds children.
- ISD# 111 Watertown-Mayer Public Schools hosted an in-school H1N1 Immunization clinic on December 21st to immunize elementary school students.
- ISD# 112 Eastern Carver County Schools co-hosted a Carver County Public Health clinic at the Chaska High School on Saturday, November 21st to serve healthy five through nine year olds.

Nearly 1,800 students were immunized through these school districts' efforts, which are about one-third of the total H1N1 immunizations given in Carver County, so far in this campaign. We want to recognize and thank the district Nursing staff, the Superintendents and all the other district staff who helped to make these clinics successful.

ACTION REQUESTED:

The Carver County Board of Commissioners recognizes and thanks the Carver County School Districts for their strong support as partners in the 2009 Carver County H1N1 Campaign.

FUNDING

County Dollars = \$
 Other Sources & Amounts = \$
 (MN Dept of Health)
TOTAL = \$

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Reviewed by Division Director

Date: 1/11/2010



REQUEST FOR BOARD ACTION

AGENDA ITEM: Establishing an OPEB trust with PERA

Originating Division: Financial Services

Meeting Date: January 19, 2010

Amount of Time Requested: 10 minutes

Attachments for packet: Yes NoItem Type: Consent Regular Session Closed Session Work Session Ditch/Rail Authority**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

Governmental Accounting Standards Board now requires that governmental entities calculate and disclose their actuarially determined liability from Other than Pension Employee Benefits ("OPEB"). While not required, most government entities, including Carver County, have developed funding strategies to accumulate assets to offset their OPEB liability. Currently, these assets are being held in the same investment pool as the rest of the County's investments. Starting in 2008, State Statutes gives OPEB assets that are held in a trust more investment options than the rest of the County's investment pool because assets designated for an OPEB liability can be invested for a longer time period.

County staff contacted Klein Bank, US Bank and Public Employees Retirement Association ("PERA") about providing a trust for the County's OPEB assets. These banks and a number of other MN counties, cities and school districts who are already using PERA's OPEB Trust, recommended the PERA Trust as the best option for this relatively new service. PERA contracts with the State Board of Investment to manage all of PERA's funds including OPEB Trust funds. The County's Investment Manager, Tom Kerber, will be responsible for investing the County's OPEB assets with the PERA Trust.

The attached handout from the MN State Board of Investment provides additional information about the investment options available from the PERA Trust. Mr. Kerber will also be present at the workshop to answer any questions.

ACTION REQUESTED: None-informational only.**FUNDING**

County Dollars = \$

Other Sources & Amounts = \$

= \$

TOTAL = \$**FISCAL IMPACT** None Included in current budget Budget amendment requested Other:

Related Financial Comments:

 Reviewed by Division Director

Date:

Minnesota State Board of Investment Non-Pension Investment Options

The Minnesota State Board of Investment (SBI) provides three investment options for organizations with non-pension assets. They are:

- 1) Equity Index Fund
- 2) Fixed Income Fund
- 3) Cash Management Fund

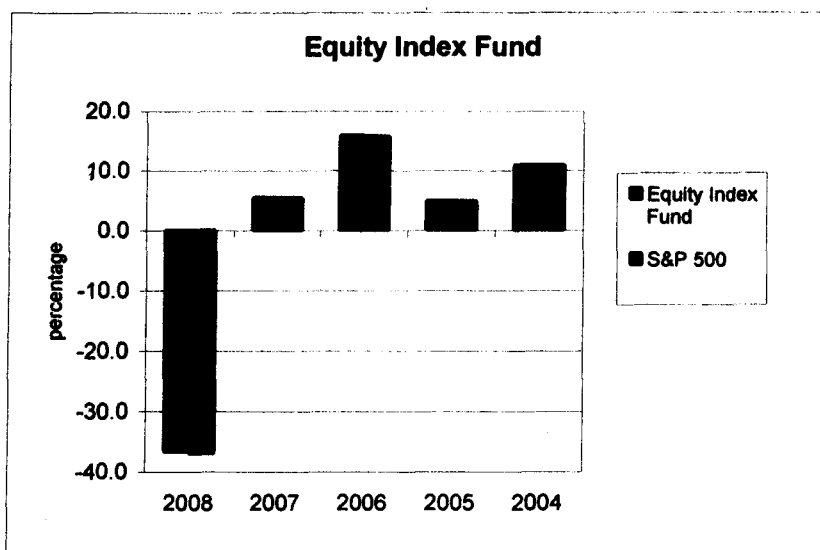
The following is a description of each account together with the administrative issues related to the Funds.

Equity Index Fund

The Equity Fund is managed by SBI staff and closely tracks the S&P 500 Index. This index includes 500 companies in leading industries of the U.S. economy. Although the S&P 500 focuses on the large-cap segment of the market, representing over 80% of the market value of all U.S. equities, it is a proxy for the total market. The investment strategy for this Fund is to replicate the S&P 500 by owning all of the stocks in the index at their market weight in the index. The Fund is invested entirely in U.S. stocks.

The returns from the Fund will rise and fall directly with movement in the stock market. Due to the replication strategy, the actual returns may differ from the market by approximately 10 basis points a year, or 0.1%.

For the period ending December 31, 2008, the returns are shown below net of fees.



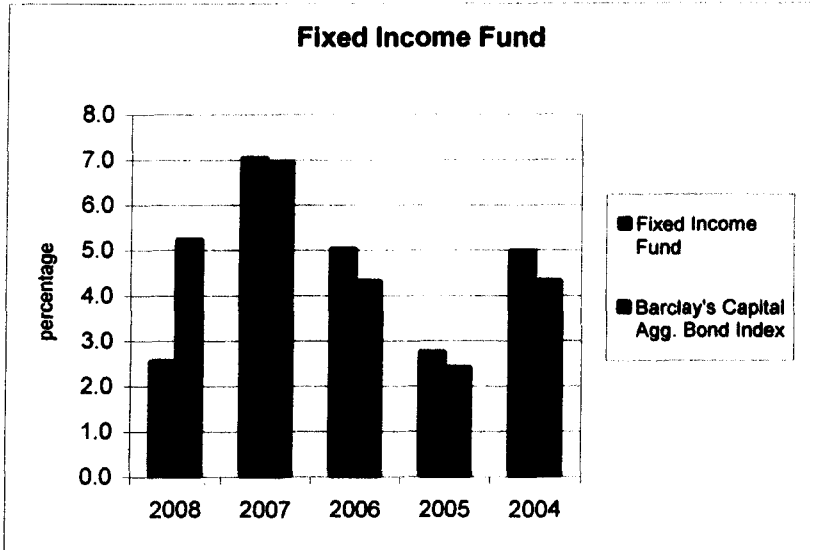
	2008	2007	2006	2005	2004
Equity Index Fund	-36.7	5.5	15.9	4.9	10.9
Equity Index Benchmark	-37.0	5.5	15.8	4.9	10.9

Fixed Income Fund

The Fixed Income Fund is managed to earn a rate of return greater than its benchmark, which is the Barclays Capital Aggregate Bond Index. The Fund is managed internally by SBI staff. The Barclays Capital Aggregate Bond Index is a widely recognized measure of the entire taxable U.S. bond market. The index consists of more than 5,000 U.S. Treasury, federal agency, mortgage-backed, asset-backed, and investment-grade corporate securities, with a total market value exceeding \$4 trillion.

The investment approach of the Fund emphasizes sector and security selection. The approach utilizes relative value analysis for both sectors and individual issues. The portfolio weightings in mortgage and corporate securities are generally equal to or greater than the market weightings. The portfolio duration remains close to the benchmark duration, but may be shortened or lengthened modestly depending on changes in the economic outlook. Interest income and capital appreciation (increases in the market value of the assets it owns) are the sources of returns for the Fund. The Fund is invested entirely in fixed income securities. No stocks are held in the Fund.

For the period ending December 31, 2008, the returns are shown below net of fees.

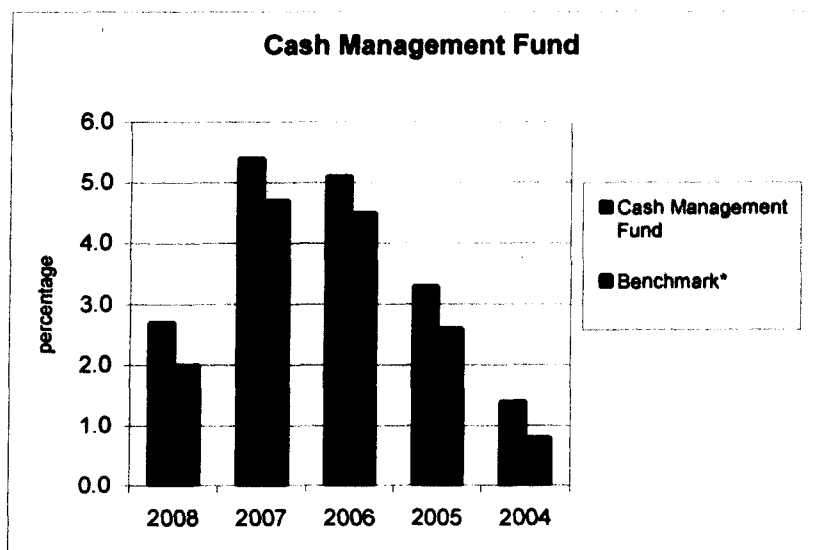


	2008	2007	2006	2005	2004
Fixed Income Fund	2.6	7.1	5.1	2.8	5.0
Fixed Income Fund Benchmark	5.2	7.0	4.3	2.4	4.3

Cash Management Fund

The SBI Cash Fund is managed by State Street Global Advisors. The investment objective of the account is to outperform the typical short term investment fund over an interest rate cycle. The manager endeavors to generate positive monthly income for the account. The objective is to provide liquidity and current income with a goal of exceeding the iMoney Net "All Taxable Money Fund Average". Eligible securities include certain types of commercial paper, asset backed securities, repurchase agreements and domestic and foreign corporate debt, supranational debit obligations, short term sweep accounts of the custodial bank (State Street Bank & Trust), United States Treasury Obligations, United States Government Agency Securities. The weighted average maturity will not exceed 210 days. As of December 31, 2008, the portfolio had an average maturity of 23 days and an average quality of A1+/P1 / AA.

For the period ending December 31, 2008, the returns are shown below net of fees.



	2008	2007	2006	2005	2004
Cash Management Fund	2.7	5.4	5.1	3.3	1.4
Benchmark*	2.0	4.7	4.5	2.6	0.8

*Benchmark is iMoneyNet MFR Taxable (All)

Administration:

Your organization retains discretion in determining the amount invested in these Funds. You must tell the SBI how much you wish to invest in which Fund(s).

First Time Participants:

When making an initial investment, an organization must:

- Specify in writing the Fund(s) and the dollars to be invested in each Fund and include a phone number for the person responsible for making the investment; if you wish to receive a confirmation of your investment transaction, include an e-mail address.
- Specify in writing the name and address of an individual who will receive monthly reporting statements

Purchase, Redemption and Transfer Procedures:

All transactions are effective the first day of the month.

Due to cash management needs, the SBI requires at least five (5) working days prior to month end notice before a purchase, transfer, or redemption is effective. **Notice must be received in writing.**

Contributions may be made by wire transfer:

Wire transfer: Wires may be sent only on the 1st business day of the month. You must include in your letter of notification the name of the bank sending the wire along with the name and phone number of a contact person at the bank. (Please include a phone number for the person responsible for making the investment.) Contact the SBI for wire instructions.

Management Fees.

Management fees are billed quarterly. They are based on a calculation of the amount invested as a percentage of the SBI's budget. The current management fee for these account options is approximately ½ of a basis point (0.005%) annually.

Reporting:

The State Board of Investment will provide accounting and performance reports to investors on a monthly basis.

Legal Authority

There must be specific legal authority in writing for the SBI to invest your organization's assets.

If you need additional information, please contact:

For administrative issues:

James E. Heidelberg
651-296-3328

For accounting issues:

William J. Nicol
651-296-3328



REQUEST FOR BOARD ACTION

AGENDA ITEM : Tower lease discussion between Carver County and Hollywood Township

Originating Division: Administrative Services

Meeting Date: January 19, 2009

Amount of Time Requested: 30 minutes

Attachments for packet: Yes NoItem Type: Consent Regular Session Closed Session Work Session Ditch/Rail Authority

BACKGROUND/EXPLANATION OF AGENDA ITEM: Northern Lights Broadcasting (NLB) owns the radio tower in Hollywood Township (11805 CR 21 in Watertown) and leases the township land on which the tower is located. Carver County has several pieces of communication equipment (antennas, microwave dishes) on the tower that play a vital role in public safety both for the County as well as the state and other governmental jurisdictions. It is critically important that Carver County continue to have a presence on this structure so that 800 MHz radio operations and VHF fire paging notifications continue throughout the County.

This past summer, the radio station has stopped broadcasting from the tower and they have expressed interest in donating the structure to either the Township or the County as a tax write-off. A Township Committee was established and their recommendation is for the Township to own the tower. The Township Board has endorsed this approach and has directed their Attorney, Troy Gilchrist of Kennedy & Gravens, to draft an agreement which would:

- Terminate NLB's interest in the tower and accept the tower from NLB
- Terminate NLB's lease with the County and draw up a new lease between the County & Township

Assuming the Township formally accepts the tower from NLB, the Township Board would: 1). need to pass a resolution to that effect and 2). County and Township would need to formalize a lease arrangement.

Staff will provide the Board with further details and costs at the meeting.

ACTION REQUESTED: Provide direction to staff.

FUNDING

County Dollars = \$

Other Sources & Amounts = \$

= \$

TOTAL = \$

Related Financial Comments:

FISCAL IMPACT None Included in current budget Budget amendment requested Other: Reviewed by Division Director

Date: January 8, 2010