

*Carver County Board and Scott County Board Joint Workshop
on Transit Collaboration
May 19, 2009
1:00 p.m.
Scott County Government Center
Scott County Board Room
Shakopee, Minnesota*

Carver County Board of Commissioners
May 19, 2009
County Board Room
Carver County Government Center
Human Services Building
Chaska, Minnesota

County Board Work Session Agenda

Time	Topic	Page
4:00 p.m.	1. FINANCIAL SERVICES	
	1. Administrator' s recommended 2009-2010 budget adjustments.....	1-20
5:00 p.m.	Board and Administrator Reports	

David Hemze
County Administrator



REQUEST FOR BOARD ACTION

AGENDA ITEM : Administrator's Recommended 2009-10 Budget Adjustments

Originating Division: Financial Services

Meeting Date: May 19, 2009

Amount of Time Requested: 60 minutes

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: At the February 17th, 2009 County Board workshop, a strategic plan was laid out to address the County's fiscal pressures from the continued global economic crisis. The next key step in this plan is to adjust the County's base operating budget to eliminate reliance on County Program Aid. This will provide stability to the organization and allow us to better control our own destiny.

At the workshop, County staff will present a high-level overview of the:

1. Budget Drivers and Strategy
2. Administrators Recommended 2009-10 Budget Adjustments
3. 2010 Budget Preview and Schedule
4. 2008 Y.E.S. Update - Final #'s

At the May 26th Board Meeting, the County Administrator plans to recommend that the Board adopt the attached resolution approving the Administrator's Recommended 2009-10 Budget Adjustments.

ACTION REQUESTED: None**FUNDING**

County Dollars = \$

Other Sources & Amounts =

= \$

TOTAL

= \$

FISCAL IMPACT None Included in current budget Budget amendment requested Other: See Below

Related Financial Comments: The recommended fiscal impact is to reduce the 2009 Budget and the 2010 Beginning Base Budget by \$1.1m and \$2.6m, respectively.

 Reviewed by Division Director

Date: 5/13/09



**CARVER
COUNTY**

**Administrator's Recommended
2009 – 2010
Budget Adjustments**

Executive Summary

Carver County's strong fiscal health is significantly challenged by the continued global economic crisis. The organization's budget is negatively impacted in many ways including a pending reduction in State County Program Aid (CPA) and other declining key revenue sources such as our property tax base, investment income, and recorder's fees. On the other side of the ledger, there are significant expenditure pressures related to elevated service demands and the correlated continued costs of employee wages and benefits.

At the February 17th, 2009 County Board workshop, a strategic plan was laid out to address these fiscal pressures in 2009, 2010, and beyond. The key step taken in this document is to adjust the County's operating budget to eliminate reliance on CPA. This will provide stability to the organization and allow us to better control our own destiny.

This document includes the following attachments which outline the budget recommendations.

- Attachment A: a detailed listing of the proposed 2009 and 2010 budget adjustments;
- Attachment B: a summary of recommended staffing changes; and
- Attachments C and D: related proposed changes to the County organizational chart.

The following table provides a timeline for the implementation of these recommendations and the process of preparing the related 2010 budget.

Date	Event	Description
May 14 th	Distribution of Recommendation	Administrator's Recommended 2009–10 Budget Adjustments is released
May 19 th	Board Workshop	Administrator's Recommended 2009–10 Budget Adjustments is discussed
May 26 th	Board Meeting	Recommended adoption of 2009-10 Recommended Budget Adjustments
June/July	Normal Budget Process	Division Director's Requests for 2010 Budget
August	Board Workshop	Administrator's Recommended 2010 Property Tax Levy
Sept 1st /8th	Board Meeting	Board adopts Preliminary 2010 Property Tax Levy
Oct.	Board Workshop	Administrator's Recommended 2010 Budget
Nov.	Board Workshop	Administrator's Recommended 2011 Long Term Financial Plan
Dec.	Board Meeting	Board adopts Final 2010 Levy, Budget and 2011 Long Term Financial Plan

The hard work, thoughtful analysis, and tough discussions which occurred with staff, particularly our Division Directors, should be acknowledged and is greatly appreciated. This teamwork resulted in recommended staffing changes and related service impacts which are painful, but have been targeted to realign the County's base budget to increase our future fiscal sustainability while minimizing the impact on the delivery of core County services.

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

ADMINISTRATIVE SERVICES:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Library Services	Personnel Reductions - Supervisor and line staff	\$ 70,000	\$ 140,000	Cost reductions effective June 2009 include: o Elimination of 0.80 FTE Librarian III Branch Supervisor with change in duties & role of Assistant Library Director o Elimination of .80 FTE librarian with re-assignments from Chanhassen Library to western cluster. No impact on library hours however internally, library staff will have increased workload and some additional responsibilities. (See attachment B)
b. Information Services	Personnel Reduction - Supervisor	55,500	111,000	Elimination of Project Management Office Supervisor Workload shifted to I.S. Manager including priority setting for I.S. projects, coordinating with divisions on projects etc. effective June 2009. (See Attachment B)
d. Admin Services	Newsletter	24,000	24,000	Board Action in Jan. '09 to discontinue County newsletter.
Division Total = \$		149,500	\$ 275,000	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

COMMUNITY SOCIAL SERVICES :

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Children and Families - Child and Adolescent Mental Health Unit	Eliminate Expenditures from the Visions Day Treatment Program	\$ -	\$ 79,600	The County Board approved the elimination of the Visions Day Treatment Program as part of the CY2009 Budget reductions. For 2009 only one half of the levy savings could be realized. The remaining half is realized in CY2010.
b. Behavioral Health - Senior Services Unit	Increase Revenue for Minnesota Senior Options (MNSHO), Community Alternatives for Disabled Individuals (CAD), Traumatic Brain Injury (TBI) and Elderly Waiver (EW)	100,000	200,000	The Division has been diligently working on maximizing revenue that we can collect from Health Plans and Medical Assistance Waivers. CY2008 was the first full year that those efforts could be quantified. When the 2009 Budget was developed in May/June of 2008 the receipts did not indicate the level of the increase that the year end report revealed in March 2009. The Division can increase the revenue budgets in these areas based on actual receipts for CY2008.
c. Children & Families - Developmental Disabilities (DD) & Autism Unit	Decrease Expenditures in DD Purchase of Services	50,000	100,000	The Division has received a \$980,229 increase in the it's CY2009 Mental Retardation/Related Conditions (MR/RC) Waiver allocation from the state. This level of increase allows the Division to add clients to the MR/RC waiver and reduces levy expenditures for some clients that were previously receiving county funded services.
d. Income Support - Child Support	Increase Revenue for Child Support from American Recovery and Reinvestment Act of 2009	37,500	75,000	As part of the Deficit Reduction Act of 2005 the Division lost federal child support funding. The state allocated one time funding to cover one year. The ARRA provides funding for two years. The Division is conservatively estimating an additional \$75,000 a year in additional revenue.
e. Children & Families - Child and Adolescent Mental Health Unit	Increase Revenue for co-located Therapists	19,000	38,000	The Division has received its CTSS certification and began billing for mental health services provided by co-located therapists. The Division budgeted very conservatively for this new revenue and current receipts indicate that the revenue can be increased.
f. Income Support - Workforce Services Unit	Increase Revenue for Child Care Specialist from ARRA	7,700	15,400	The ARRA provided additional funding for Child Care Assistance. The Division will use a portion of that funding for the part-time Child Care Specialist.
g. Income Support - Workforce Services Unit	Increase Revenue for Resource Specialist from Economic Stimulus revenue	17,300	34,600	The ARRA provided additional funding for Employment and Training services. The Division will use some of that funding for the Resource Specialist in the WorkForce Center.
h. Children & Families	Decrease Expenditures from Purchase of Services for In-Home Family Therapy	25,000	50,000	A fiscal benefit of implementing Signs of Safety and safety networks is a decrease in the need for in-home family therapy. The Division decreased the 2009 budget for this service by \$63,000 and is recommending an additional reduction of another \$50,000.

(Continued)

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

COMMUNITY SOCIAL SERVICES cont.:

i. Behavioral Health - Community Support Unit	Increase Revenue for Adult Mental Health/Targeted Case Management (AMH/TCM)	25,000	50,000	The number of seriously and persistently mentally ill adults continue to increase and the percentage of them on Medical Assistance is increasing at a slightly faster rate. The Division is comfortable increasing AMH/TCM revenue by an additional \$50,000 based on current receipts.
j. Children & Families - Developmental Disabilities & Autism Unit	Increase Revenue for Children's Mental Health/Targeted Case Management (CMH/TCM)	37,500	75,000	As part of the 2009 Budget reductions the Division restructured the DD Unit into a team of staff that case manages children with Autism Spectrum Disorders. The Division conservatively projected an increase in CMH/TCM revenue. Current receipts indicate that this revenue can be increased.
k. Behavioral Health - Crisis Unit	Create a high-reimbursement Crisis Therapist position to service students in Carver County Schools and eliminate a vacant low-reimbursement Social Worker position.	39,600	79,100	The Division is proposing to add a Crisis Therapist to serve children that are experiencing a mental health crisis in Carver County schools. The new service would help ensure needed mental health services are available to students and would help fill the gap created by the closing of Visions. The savings can only be accomplished by having an existing qualified staff move to this position thereby creating a vacancy. It may also mitigate a current lay-off scheduled for 6/30/09.
l. Children & Families	Decrease Purchase of Services for Out-of-Home Placements	25,000	50,000	A fiscal benefit of implementing Signs of Safety and safety networks is a decrease in the out-of-home placement of children. The Division decreased the 2009 Budget from 2008 by \$127,000 and is recommending an additional reduction of \$50,000.
m. Children & Families	Additional Child Welfare/Targeted Case Management Revenue from ARRA extension of moratorium on TCM	90,000	-	The ARRA extended the Targeted Case Management moratoria to 6/30/2009. The Division budgeted CW/TCM for the 1st Quarter of 2009 based on the moratoria ending at the end of March. The Division will now continue to collect CW/TCM for three additional months. This unbudgeted revenue can be applied to CY2009.
n. Income Support - Financial Assistance Unit	Create an Eligibility Specialist	(15,000)	(30,700)	The Division implemented Compass/OnBase in the Financial Assistance Unit. A 40% productivity increase was projected. The current recession has spurred a significant growth in our financial assistance caseload and workload. At the current growth rate of new cases we will reach the productivity gain by the middle of 2009. As part of the CY2009 Budget reductions the Division recommended eliminating a vacant Eligibility Specialist, but the larger than anticipated growth in the caseload is outpacing the productivity gains we projected. The Division is requesting an additional Eligibility Specialist for 7/1/2009. Without the additional position, the Division may not be able to meet the Federal time frames for making eligibility decisions on applications. (See Attachment B)
Division Total = \$		458,600	\$ 816,000	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

COURT SERVICES:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Probation Dept.	Increase in Local Correctional Fees as of 01-01-10 (MN Stat. 244.18) paid by offenders by approx 15%, which is comparable with other metro county fee rates. Also, as of 05-01-09, probation dept. policy changes will require adult probationers to pay the current testing fee on all screens/tests	\$ 4,000	\$ 22,000	May 1st, 2009 for increasing drug testing fee collections (\$4,000/yr.); Jan. 1st, 2010 for 15% increase in adult supervision fees and programming fees (\$18,000/yr.)
b. Probation Dept.	Conversion of one Assist. Probation Officer position to a traditional Probation Officer level due to the higher level of duties and responsibilities now required for this position; Additional County Probation Officer (CPO) reimbursement revenue under MN Stat. 244 would compensate the county for a portion of the costs for this recommended change; rates are determined annually	2,300	9,100	September 1st, 2009 (effective date is dependent upon the approval process & timelines with the MN Dept. of Corrections & the First Judicial District; position reimbursements are submitted annually)
Division Total =		\$ 6,300	\$ 31,100	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

LAND, WATER AND HEALTH:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Land, Water, and Health	Combine Land & Water and Public Health Positions and create a Land, Water and Health Division Director	\$ 88,400	\$ 176,700	Eliminates current Land Water Division Director and Public Health Director positions. Current Divisions are increasingly overlapping in several areas related to environmental issues. Efficiency and productivity gains are expected as a result of merging these two divisions in a variety of areas such as supervisor to staff ratios, education functions, and office support. (See Attachments B, C and D)
b. Land, Water, and Health	Additional Land, Water, & Public Health Budget Reductions	-	150,000	The merger of Land & Water and Public Health will result in an open, competitive process to hire a new Land, Water, and Public Health Division Director. The process of hiring this new director is expected to take several months. The new Director will be asked to conduct a complete review of the Division's services in order to arrive at a 2009-2010 budget reduction amount of at least \$150,000. This strategy of getting a new leader on board prior to making significant budget cuts will allow us time to set the appropriate objectives and to work through the level of analysis necessary to mitigate likely service cuts. The specific recommendations will be provided to the Board at a later date.
c. Public Health Planning and Development	Eliminate vacant Epidemiologist Position	-	77,500	Reduce and reassign epidemiologist work to remaining staff. Reassigned duties will be reprioritized with existing staff workload. Division's timeliness and quality of related work will likely be impacted. (See Attachment B)
d. SWCD	Move to PWHQ	12,500	12,500	Effective Date; September 1, 2009. Impact - better communication; direct connection to County network; storage for SWCD equipment; better relationship to the rest of LWS; access to PWHQ resources. \$31K savings from terminating existing building lease and \$9K from
e. Health	Reassigns Public Health Grant Writer to Finance to be the County's Grant Coordinator	-	-	Current Public Health grant writer reassigned to Financial Services to coordinate the grant process on a county-wide basis and to obtain more grants to finance the County's high-priority projects. (See Attachment B, C and D)
f. Emergency Management	Reassigns County's Risk & Emergency Manager and Safety Officer from Employee Relations Division to new Land, Water and Health Division.	-	-	Consolidates emergency management functions into one division. Captures economies of scale in similar duties. Clarifies various roles and authorities of positions and captures economies of scale in similar functions. (See Attachments B, C & D)
Division Total = \$		100,900	\$ 416,700	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

EMPLOYEE RELATIONS:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Personnel Services	Eliminate .5 Admin Assistant FTE due to projected time savings with NeoGov software	\$ 10,000	\$ 22,300	Reduces flexibility of admin support; will put more pressure on the Clerical Pool in IS. (See Attachment B)
b. Emergency Management	Reassigns County's Risk & Emergency Manager and Safety Officer from Employee Relations Division to new Land, Water and Health Division.	-	-	Consolidates emergency management functions into one division. Captures economies of scale in similar duties. Clarifies various roles and authorities of positions and captures economies of scale in similar functions. (See Attachments B, C & D)
Division Total =		\$ 10,000	\$ 22,300	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

SHERIFF'S OFFICE:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Operations	1 Lieutenant FTE vacated through command staff restructuring	\$ -	\$ 110,000	Effective July 01, 2009, require a workload shift to create operational efficiencies and increase staff to supervisor ratios. (See Attachment B)
b. Patrol	1 Deputy Sheriff FTE vacated	-	82,000	Effective January 01, 2010, reduce services in the patrol division requiring a reprioritization of our response plans for certain types of calls for service. (See Attachment B)
c. Jail	1 Detention Deputy FTE vacated	-	76,000	Effective January 01, 2010, reduce program services in the jail, increasing workloads on existing program staff and service demands on shift relief factors. It will potentially increase demand for overtime to fill shifts for a maturing workforce with high benefitted time off levels. (See Attachment B)
d. Administration	.5 FTE reduction from Grade 9 to Grade 7	1,200	2,500	This will begin by mid 2009 saving \$1,250. The savings will be \$2,500 in 2010 and beyond. This moves Conceal Carry Permit work (non tax dollars) from the Grade 7 Evidence Tech to the Grade 9 Background Investigator. (See Attachment B)
e. Administration, Courts, Dispatch and Operations	Reduce part time (PT) and seasonal temporary on call (STOC) employee hours.	85,000	184,000	Reduce PT and STOC work by \$85,000 in 2009 and an additional \$99,000 in 2010 for a total of \$184,000. (See Attachment B)
f. Patrol	Savings due to redeployment of the Sheriff's fleet	17,800	35,500	The Sheriff's Office has implemented a plan to eliminate all take home squad cars. This will reduce mileage and extend the life on most vehicles in addition to reducing fuel consumption. This will reduce some 6300, 6400 and 6500 General Ledger line items.
g. Patrol	One time sale of vehicles	15,000	-	This will raise \$15,000 in 2009 due to the reduction of vehicles in the Sheriff's fleet. This will be accomplished by the redeployment of the fleet and the elimination of take home cars by all personnel.
Division Total = \$		119,000	\$ 490,000	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

COUNTY ATTORNEY'S OFFICE:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. CCAO	Eliminate Legal Administrative Assistant I position (2 PTEs)	\$ 20,000	\$ 40,800	This reduction will require the Legal Administrative Assistant II's & III's to assume receptionist duties to maintain our current level of service to the public, including staffing a front desk and telephone coverage, as well as other duties. (See Attachment B)
b. CCAO	Reduction in hours from 1.0 FTE to 0.8 for Victim Witness Coordinator	7,000	14,800	This reduction will require an adjustment in the level of victim services, including less frequent direct contact with victims of non-violent crimes. (See Attachment B)
Division Total =		\$ 27,000	\$ 55,600	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

TAXPAYER SERVICES:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Property Records	\$2 electronic records access fee	\$ 5,000	\$ 11,000	New fee that was approved in the 2009 Fee Schedule was conservatively budgeted at \$25,000 for 10 months in 2009. Revised estimates for 2009 are \$30,000 in 2009 and \$36,000 (for 12 months) in 2010.
b. License Centers	Electronic Advertising	10,000	25,000	New License Center advertising agreement is expected to net additional revenue of \$10,000 for 2009 and \$25,000 (for 12 months) in 2010.
c. Taxpayer Services	Manatron software	61,000	61,000	Will use funds from Recorders Technology Fees for Manatron.
Division Total = \$		76,000	\$ 97,000	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

FINANCIAL SERVICES:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Budget	Grant Coordinator	\$ 10,000	\$10,000	Current Public Health grant writer reassigned to Financial Services to coordinate the grant process on a county-wide basis and to obtain more grants to finance the County's high-priority projects. Thus, funds budgeted for professional consultants in the Financial Services Budget to assist with obtaining grants for high-priority County projects can be reduced by \$10,000. (See Attachment B, C and D)
Division Total =		\$10,000	\$10,000	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

PUBLIC WORKS:

Department	Item	2009 Levy Savings	2010 Levy Savings	Effective date/Impact
a. Public Works	Public Works Budget Reductions	\$ 35,000	\$ 140,000	The County is in the process of hiring a new Public Works Director who is expected to start late spring or early summer of 2009. The new Director will be asked to conduct a complete review of the Division's services in order to arrive at a 2009-2010 budget reduction amount of at least \$140,000. This strategy of getting a new leader on board prior to making significant budget cuts will allow us time to set the appropriate objectives and to work through the level of analysis necessary to mitigate likely service cuts. The specific recommendations will be provided to the Board at a later date.
b. Parks	Lifeguard Services	10,000	10,000	Lifeguard hours cut back - Board Action 4/7/09
Division Total = \$		45,000	\$ 150,000	

Attachment A: Administrator's Recommended 2009-10 Budget Adjustments

COUNTY BOARD & ADMINISTRATION:

Department	Item	2009 Levy Savings	2010 Levy Savings	Impact
a. Fair Board	Eliminate County contribution to Fair Board.	\$ -	\$ 27,500	The Fair Board currently receives a \$55K allocation. This would cut the allocation in 1/2 with the remaining cut of \$27,500 being made in 2011. This would allow the Fair Board the appropriate time to become self-reliant for their operations and capital improvements.
b. County-wide	Employee Suggestion Program	100,000	200,000	Establishes minimum savings goal for newly established program where employees will be asked to share their ideas for budget cuts. Impact will depend on the implemented ideas.
c. County-wide	Voluntary unpaid time off program	25,000	50,000	A new County policy has been approved by the County Board which allows employees to take time off with-out pay with no impact on benefits. Management approval is required, so furloughs are expected to be allowed in circumstances only where service levels impacts will be minimal.
d.				
Division Total =		\$ 125,000	\$ 277,500	

COUNTY TOTAL= \$ 1,127,300 \$ 2,641,200

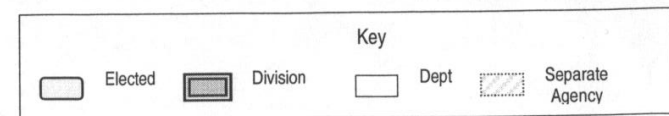
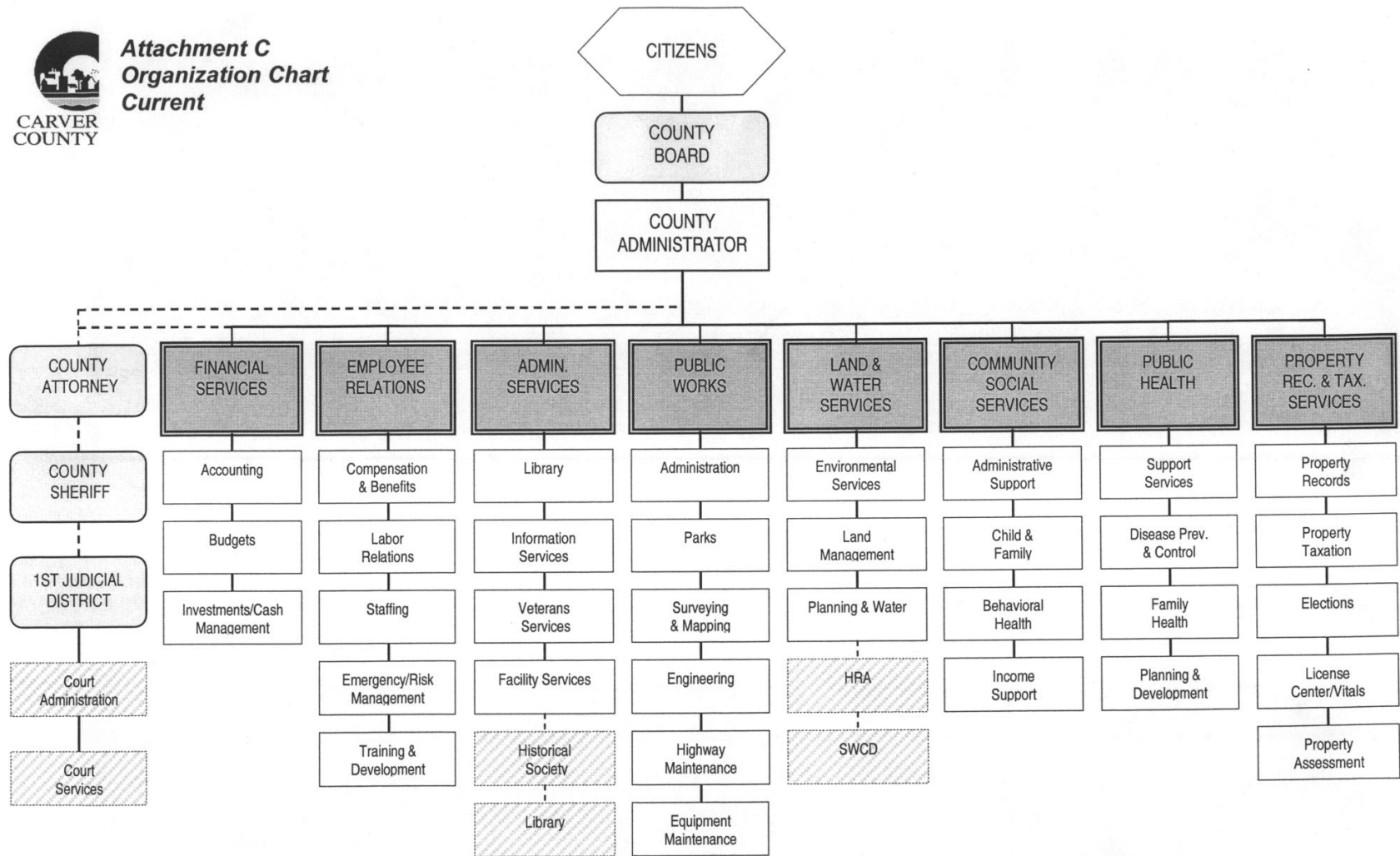
Attachment B: Staffing Changes for 2009 - 2010

		Position	Re	Co		
2009 New Positions						
Social Services	1.00	Eligibility Specialist	\$ 61,498	\$ 30,749		
Social Services	1.00	Crisis Therapist	80,200	-		
Eliminate Vacant Positions						
Public Health	(0.80)	Epidemiologist	(77,463)	(77,463)		
Sheriff's Office	(1.00)	Deputy Sheriff	(82,000)	(82,000)		
Sheriff's Office	(1.00)	Detention Deputy	(76,000)	(76,000)		
Sheriff's Office	(1.00)	Lieutenant	(110,000)	(110,000)		
Social Services	(1.00)	Social Worker II	(86,148)	(79,148)		
Restructuring - Reorganization, Lay-offs & Reductions in Hours						
Attorney's Office	(1.00)	Legal Admin Assistant (2 @ .5)	(40,808)	(40,808)		
Attorney's Office	(0.20)	Victim Witness Coord. (1. to .8)	(14,833)	(14,833)		
Sheriff's Office	(1.20)	STOC Dep, Adm & Com ('09)	(85,000)	(85,000)		
Sheriff's Office	(1.60)	STOC Dep, Adm & Com ('10)	(99,000)	(99,000)		
Library	(0.80)	Library Supervisor	(83,221)	(83,221)		
Library	(0.80)	Librarian	(56,487)	(56,487)		
Information Services	(1.00)	Project Management Sup.	(110,569)	(110,569)		
Employee Relations	(0.50)	Admin Assistant	(22,300)	(22,300)		
Employee Relations	(1.00)	Risk & EM Manager	(111,429)	(111,429)		
Employee Relations	(1.00)	Safety Officer	(93,877)	(93,877)		
Land, Water & Health	1.00	Emergency Mgt. Mgr.	111,429	111,429		
Land, Water & Health	1.00	Emergency Mgt. Specialist	93,877	93,877		
Court Services	(1.00)	Assistant Prob. Officer	(47,600)	(47,600)		
Court Services	1.00	Court Services Agent 1 *	55,000	38,500		
Public Health	(1.00)	Grant Writer	(98,357)	(98,357)		
Financial Services	1.00	Grant Coordinator	98,357	98,357		
Public Health	(1.00)	Division Director	(161,634)	(161,634)		
Land & Water	(1.00)	Division Director	(145,064)	(145,064)		
Land, Water & Health	1.00	Division Director	130,000	130,000		
Totals	(10.90)	0.00	\$ (971,429)	\$ (1,091,878)	\$	-

* Due to restructuring, this position creates additional reimbursement; this also requires additional approval from the State.



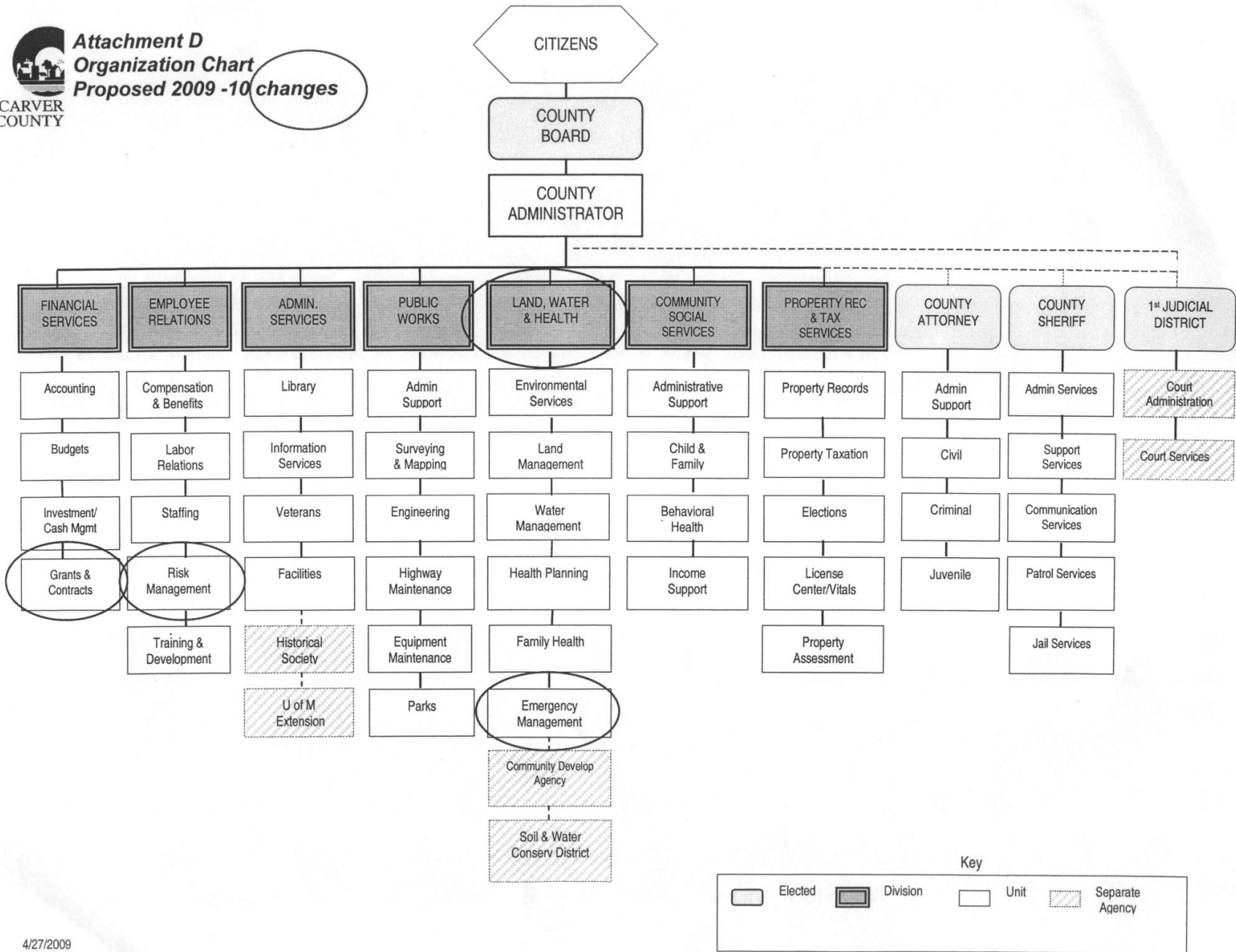
**Attachment C
Organization Chart
Current**



4/27/2009



**Attachment D
Organization Chart
Proposed 2009 -10 changes**



4/27/2009

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

Date: May 26, 2009

Resolution: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

**COUNTY BOARD ADOPTION OF
2009 -10 BUDGET ADJUSTMENTS
FOR CARVER COUNTY**

WHEREAS, Carver County is experiencing fiscal budget pressures from the continued global economic crisis, which include but are not limited to reductions in County Program Aid (CPA) and a significant slow down in the growth of the County's tax base; and

WHEREAS, the State of Minnesota's budget deficit is a result of a structural imbalance which is not expected to be resolved in the near future and therefore CPA to the County has become an unreliable funding source for the County's operating budget; and

WHEREAS, the attached Administrator's Recommended 2009-10 Budget Adjustments, which have been prepared by division directors and reviewed by the County Board of Commissioners, will reduce the 2009 Budget and the 2010 Beginning Base Budget by \$1,127,300 and \$2,641,200 respectively and thereby increase financial stability by eliminating the County's dependence on CPA;

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners that the attached Administrator's Recommended 2009-10 Budget Adjustments are hereby adopted.

BE IT FURTHER RESOLVED, that the County Administrator is delegated the authority to fill newly created classifications, reassign/change existing classifications and remove incumbents from existing classifications which are eliminated consistent with the adopted budget adjustments within a timeframe deemed appropriate by the Administrator.

BE IT FURTHER RESOLVED, that the County Administrator is directed to provide specific recommended budget adjustments to the County Board for the following areas within a timeframe deemed appropriate by the Administrator:

Description	Reason for Delay	Target Adjustment
Public Works Division	Hire New Director	\$140K
Land, Water & Health Division	Hire New Director	150K
Employee Suggestion Program	Process Suggestions	200K
Voluntary Unpaid Time-Off	Employees Request	50K
Total Adjustments To Be Determined		\$540K

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

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

STATE OF MINNESOTA
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 26th day of May, 2009, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 26th day of May, 2009.

David Hemze
County Administrator