

Carver County Board of Commissioners  
 Regular Session  
 July 28, 2009  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:15 a.m.	1.	<ul style="list-style-type: none"> <li>a) <b>CONVENE</b></li> <li>b) <b><i>Pledge of Allegiance</i></b></li> <li>c) <b><i>Public participation (comments limited to five minutes)</i></b></li> <li>d) <b><i>Introduction of New Employees</i></b></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of July 14, 2009 Regular Session .....	1-4
	4.	Community announcements	
9:15 a.m.	5.	<b>CONSENT AGENDA</b>	
	5.1	Tobacco license .....	5
	5.2	Award announcement-Family Homeless Prevention and Assistance Grant.....	6-7
	5.3	Board approval of advertisement for bids and date for bid opening .....	8
	5.4	Approval of final payment of construction project SAP 10-599-16 .....	9-10
	5.5	Joint Powers Agreement between Carver County and the City of Carver for CSAH 40 design and reconstruction .....	11
	5.6	Joint Powers Agreement between Carver County and McLeod County for CSAH 30 professional services .....	12
	5.7	Community Social Services' warrants .....	NO ATT
	5.8	Commissioners' warrants.....	SEE ATT
9:20 a.m.	6.	<b>LAND AND WATER SERVICES</b>	
	6.1	Review of redrafted Parks, Open Space and Trails Comprehensive Plan Element.....	13
10:00 a.m.	7.	<b>EMPLOYEE RELATIONS</b>	
	7.1	Minnesota Counties Insurance Trust 2009 member report for Carver County by MCIT staff .....	14

10:20 a.m.	<b>8.</b>	<b>FINANCE</b>	
	8.1	2008 Finance reports .....	15-19
10:45 a.m.	<b>9.</b>	<b>PUBLIC WORKS/PARKS</b>	
	9.1	<i>Closed Session</i> – Land acquisition Lake Waconia Regional Park.....	20
11:15 a.m.		<b>ADJOURN REGULAR SESSION</b>	
		<b>BOARD REPORTS</b>	
11:15 a.m.	1.	Chair	
	2.	Board Members	
	3.	Administrator	
11:45 a.m.	4.	Adjourn	

David Hemze  
County Administrator

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on July 14, 2009. Chair Gayle Degler convened the session at 9:17 a.m.

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

Members absent: Tom Workman.

Under public participation, Bobbi Morehouse, Watertown resident and appearing on behalf of Neal Johnson, stated Mr. Johnson was present last week and had agreed to hold his comments on the comprehensive plan until after the township had an opportunity to review. She stated Mr. Johnson did speak with Land and Water Services after last week's meeting and had some concerns. Morehouse stated they brought forward language that expressed they would like to have the bike trails along the right of way and understood this was agreeable to Planning. She referenced the language that the cities want to see the trail along the river and that Mr. Johnson was concerned about this.

She stated she wanted to make sure what the direction was and indicated the Met Council told Mr. Johnson the location would be up to the township residents. She stressed their position has not changed as to where they would like to have the trails located and that the group opposes locating any trails on private property. She explained they have not seen the final draft and wanted to make sure their directive continued.

Kathy Anderson, Watertown Township, stated her comments related to several issues in the comp plan process. She indicated she was concerned about the timeline and believed they were far behind. She stated they had been given the land use portion and believed this was an example where they feel staff is not taking direction. She pointed out the list of items that were to be done. Anderson stated they received the Land Use plan and an attached map that was still a 2005 map. She stated they had a township meeting last evening and items were left off the plan. She stated the township would review once they get the entire document. She stated she was uncertain who to discuss this with and because they had agreed to a schedule, it seemed the County was behind.

Anderson stated they would review when they received the entire document. She stated they wanted to see what the Board approved and then review it. She requested that the plan be sent to them when it included what the Board directed, the input from the Township and what the Met Council told them to do. She stated they expected time to do the review.

She suggested the land use plan was incomplete and did not include items that needed to go into the plan. She stated there was no 2030 land use map. Anderson also referenced the language related to the Township adopting changes at any time and questioned why that language was deleted.

Morehouse stated she supported the idea of reviewing the entire document at one time. She suggested trails are being governed by what the cities want and pointed out the County is the zoning official for the Townships.

The Board agreed the concerns would be forwarded to Land and Water Services and will ask staff to respond.

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

Ische moved, Maluchnik seconded, to approve the minutes of the July 7, 2009, Regular Session. Degler, Ische, Maluchnik voted aye. Lynch abstained as he was absent. Motion carried.

Community announcements were made by the Board.

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

Payment of emergency claims in the amount of \$495.40, two payments of \$342 each, \$30.82; \$367; \$100, \$666.10 and \$476.80.

Approved out of state travel for Land and Water Services staff person.

Resolution #48-09, Support of Funding for Highway 212 and Highway 5.

Authorized Sheriff's Office acceptance of \$300 donation.

Authorized the submittal of the Homelessness Prevention and Rapid Re-housing Program grant application.

Authorized the Employee Club's acceptance of Valley Fair ticket donation.

Authorized the Chair and County Administrator to sign the Joint Powers Agreement between Carver County and the City of Waconia for CSAH 10/TH 284 Roundabout Construction.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Steve Taylor, Administrative Services, requested the Board adopt a Resolution supporting fiber optic stimulus funding. He explained the American Recovery and Reinvestment Act made funding available to encourage expanding broadband technology in un-served and underserved communities in the United States.

He noted the contract the Board previously approved with Jaguar Communication to support an 85 mile base ring going through eleven cities. He stated Jaguar's portion of the cost would be funded by a low interest loan through the Rural Utilities Service. He indicated once Jaguar receives a letter

from the Rural Utilities Service, it will take them 30 days to mobilize and get underway. Taylor stated the current plans calls for 72 strands of fiber to be funded by eliminating the costs of the existing T-1 lines.

He indicated if they were to receive stimulus funding for the 1.8 million dollar project, \$200,000 in levy dollars would be available for other County priorities. He pointed out there was language that grant applicants must provide documentation that the project would not have been implemented without the federal grant assistance, and because there is a plan in place to fund the project, the federal government may not look at the application favorably.

Taylor indicated the second part of the grant application were funding requests they are doing on behalf of cities, school districts and townships. He indicated they were asking for 2.9 million to tie in laterals to over 80 facilities. In addition, the second component of the request would be to establish laterals from Chaska to Scott County to provide the County with high speed connectivity to other jurisdictions.

He stated, if the Resolution was approved by the Board, letters of support from the Cities, Townships and School District would be filed with the application. Taylor added Senator Klobuchar has been supportive of this and her staff has indicated willingness to a write letter of support for the two grant applications for stimulus funding.

Maluchnik offered the following Resolution, seconded by Ische:

Resolution #49-09  
Supporting Fiber Optic Stimulus Funding

On vote taken, all voted aye.

Carolyn Drude, Ehlers and Associates, explained that the Carver County Community Development Agency and the City of Norwood Young America were asking the County pledge its general obligation to financing the approximate 6.5 million in housing development bonds for a 50 unit senior housing building known as the Oak Grove Dairy Project. She pointed out the Statute that is widely used for these projects. She indicated the law states, in order to take advantage of this section, there has to be a cash flow projection showing there will be 110% coverage of project operations. Drude stated, before they enter into this, the Board would be able to see such a projection.

She noted the State of Minnesota has a credit enhancement program available for these types of bonds and this was one of the bonds that could be credit enhanced. She stated rating agencies sees this as a plus for bond holders. She explained there have been discussions on a joint powers agreement between the City and the CDA.

She clarified there have been reserves built into the bond issue and this can be discussed when they are looking at what is the risk for Carver County. She noted this did require a public hearing by the County and referenced the Resolution before them setting the date and time. Drude pointed out the

workshop to be held with the CDA next week to discuss this further.

The Board discussed the option to move this to a later meeting time in the day to allow for additional public input.

David Hemze, Administrator, recommended the Board amend the Resolution to a time the Board felt was appropriate.

Ische moved to amend the Resolution to set the public hearing at 4:00 p.m. on August 4, 2009, and offered the following Resolution, seconded by Lynch:

Resolution #50-09  
Calling for a Public Hearing on the  
Issuance of Housing Development Bonds by  
Carver County Community Development Agency  
Which are General Obligations of Carver County

On vote taken, all voted aye.

Gary Bork, Community Social Services, requested the Board approve revisions to the Emergency Assistance Policy. He stated this was an expansion of the current program they have in place. Bork explained, with the additional money coming from the American Recovery and Reinvestment Act, the State of Minnesota qualifies for additional funds and the State has asked the County to revise the policy. He indicated the expanded policy would accommodate additional requests for emergency assistance until September, 2010. After that date, the revised policy will revert back to the current policy. Bork clarified while this did increase funds for families, this did not cover single individuals and that money had been un-allotted by the Governor.

Ische moved, Maluchnik seconded, to approve the Community Social Services revised Emergency Assistance Policy. Motion carried unanimously.

Lynch moved, Maluchnik seconded, to adjourn the Regular Session at 10:15 a.m. to go into a work session with Public Works. Motion carried unanimously.

David Hemze  
County Administrator

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



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Tobacco License**

Originating Division: Property Records Taxpayer Services      Meeting Date: 7/28/09  
 Amount of Time Requested:      Attachments for packet:  Yes  No  
 Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

Walgreens has applied for a Tobacco License in compliance with the Carver County Tobacco Ordinance. The owners request Carver County Board of Commissioner approval to sell tobacco products. There are no delinquent taxes on this parcel.

License #10-628  
 Walgreens #12434  
 Margarita Kellen, Assistant Secretary  
 2499 Highway 7  
 Excelsior, MN 55331-9701

**ACTION REQUESTED:**

Approval

**FUNDING**

County Dollars = \$  
 Other Sources & Amounts =  
 =  
**TOTAL** = \$

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

Related Financial Comments:

Reviewed by Taxpayer Services Manager

Date: 7-8-09



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Award Announcement: Family Homeless Prevention and Assistance Grant**

Originating Division: Community Social Services

Meeting Date: July 28, 2009

Amount of Time Requested:

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The Minnesota Housing Finance Agency has awarded Carver / Scott Counties the Family Homeless Prevention and Assistance Program Grant proposal for the 2009-11 biennium in the amount of \$275,000. This grant will assist Carver County Veterans, youth in transition (18-22), victims of domestic abuse, and persons with mental illness by focusing on homeless prevention as well as decreasing the duration of their homelessness. The Community Action Program in Shakopee and Safe Haven Shelter for Youth are the two subgrantees that will be providing short term funding as well as the case management functions for this project. Carver County Social Services is pleased to be the fiscal managers of this grant by assisting families and individuals who need homeless prevention.

**ACTION REQUESTED:** Motion to approve acceptance of the Family Homeless Prevention and Assistance Program Grant (FHPAP) from the Minnesota Housing Finance Agency in the amount of \$275,000 for two years for Carver and Scott Counties.

**FUNDING**

County Dollars =	\$0
Other Sources & Amounts =	\$ 275,000
	= \$
<b>TOTAL</b>	<b>= \$ 275,000</b>

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:*

\$275,000 is the amount of the grant awarded to Carver/ Scott Counties.



As mentioned above, Carver County will be the Fiscal Agent regarding this grant.

Reviewed by Division Director

Date: 7/9/2009



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Board Approval of Advertisement for Bids and Date of Bid Opening for Laketown Road Base Stabilization and Overlay Project

Originating Division: Public Works

Meeting Date: July 28, 2009

Amount of Time Requested: N/A

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The Laketown Road base stabilization and overlay project is located on Laketown Road from CSAH 10 to TH 5.

Through a joint powers agreement with Laketown Township, this project will be completed by the County and once completed, this segment of Laketown Road will become a county roadway.

The construction plans and specifications for this project are complete. The project is ready for bidding.

**ACTION REQUESTED:** Request for a motion to allow the placing of the Advertising for Bid and to set the Bid Opening date to Monday, August 24, 2009 at 2:30 P.M. for this project.

### FUNDING

County Dollars = \$750,000

=\$

=\$

=\$

### TOTAL

=\$750,000

Related Financial Comments:

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

William J Weckman *[Signature]*

Date: July 17, 2009

S:\Townships\Laketown\Laketown Road RBA - set b-o date 071709



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of final payment of construction project SAP 10-599-16**

Originating Division: Public Works

Meeting Date: July 28, 2009

Amount of Time Requested:

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Construction Project SAP 10-599-16 (Job #8585) is the Vega Avenue bridge replacement over Joint Ditch #4. Project is being completed at 102% of contract. Final payment consists of the release of retainage withheld on the contract. Board Action is needed to release retainage as final payment and finalize the contract.

**ACTION REQUESTED:** Approve Board Action and adopt resolution accepting the project as complete and authorizing final payment of \$5,103.57.

**FUNDING**

County Dollars = \$5,103.57

Other Sources &amp; Amounts =

=\$

**TOTAL**

=\$5,103.57

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

*Related Financial Comments:* Contract: \$ 99,183.57  
Final Certified: \$102,071.44  
Paid to Date: \$ 96,967.87  
Final Payment: \$ 5,103.57

Reviewed by Division Director *William J. Weckman* Date: *7/20/09*

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

Date: 07/28/2009 Resolution No: \_\_\_\_\_  
Motion by Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

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**COUNTY BOARD ACKNOWLEDGMENT  
SAP 10-599-16 FINAL PAYMENT**

Whereas, the construction project SAP 10-599-16, Vega Avenue bridge replacement over JD#4, has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved, that we do hereby accept said completed project for and on behalf of the County of Carver and authorize final payment to Midwest Contracting, Inc. in the amount of \$5,103.57.

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

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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 28th day of July, 2009, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 28th day of July, 2009.

\_\_\_\_\_  
County Administrator



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Joint Powers Agreement between Carver County and City of Carver for CSAH 40 Design and Reconstruction

Originating Division: Public Works

Meeting Date: July 28, 2009

Amount of Time Requested: none

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The City of Carver has secured Metropolitan Sewer funds for construction of a sewer forcemain that will provide Metro Sewer Service to the City of Carver. Construction of this sewer intercept will require reconstruction of a substantial portion of CSAH 40 within the City of Carver. This agreement establishes the City of Carver as the lead agency for this project and provides the terms and conditions for the permitting of the sewer intercept placement and construction along with project sharing agreement with the City for this project.

**ACTION REQUESTED:** It is requested that the County Board authorize signing of the agreement by the County Board Chair and the County Administrator.

### FUNDING

County	= \$	
County Bonding	= \$	395,000.00
City of Carver	= \$	3,000,000.00
Other	= \$	
<b>TOTAL</b>	<b>= \$</b>	<b>3,395,000.00</b>

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:* These are budgeted funds for the total project costs including engineering, construction and right of way.

Reviewed by Interim Division Director  
William J. Weckman

Date: July 8, 2009

S:\R&B\GRM\CSAH\20\JPA with City of Watertown - baf



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Joint Powers Agreement between Carver County and McLeod County for CSAH 30 Professional Services

Originating Division: Public Works

Meeting Date: July 28, 2009

Amount of Time Requested: none

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** McLeod County obtained federal funding for reconstructioun of McLeod County 23 by the Carver County line. There is interest in completing a joint project between Carver County and McLeod counties that would provide for reconstruction of a portion of Carver CSAH 30 along with replacement of the bridge on CSAH 30 in this area. The CSAH 30 bridge is in need of replacement within the next 3 years. This agreement establishes McLeod County as the lead agency for this project and provides for reimbursement to McLeod County for project costs for work completed on CSAH 30.

**ACTION REQUESTED:** It is requested that the County Board authorize signing of the agreement by the County Board Chair and the County Administrator.

### FUNDING

County	= \$ 35,000.00
County Bonding	= \$
City of Carver	= \$
Other	= \$
<b>TOTAL</b>	<b>= \$ 35,000.00</b>

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

Related Financial Comments:

Reviewed by Interim Division Director  
William J. Weckman

Date: July 8, 2009



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Review of Redrafted Parks, Open Space & Trails Comprehensive Plan Element**

Originating Division: Land &amp; Water Services

Meeting Date: July 28,2009

Amount of Time Requested: 40 minutes

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The staff has completed the re-drafting of the Parks, Open Space & Trails (POST) element of the Comprehensive Plan. The staff will review the draft with the Board and request authorization to send the draft out to cities and townships for review. The POST Plan and the other elements that have been redrafted will be combined into a single document for review.

**ACTION REQUESTED:** Review re-drafted POST Plan and authorize sending it out for review and authorize posting of the redrafted Plan on the Comprehensive Plan web site.

**FUNDING**

County Dollars = \$

Other Sources &amp; Amounts = \$

= \$

**TOTAL** = \$*Related Financial Comments:***FISCAL IMPACT**NoneIncluded in current budgetBudget amendment requestedOther:**X Reviewed by Division Director****Date: July 20, 2009**



# REQUEST FOR BOARD ACTION

**AGENDA ITEM :** Minnesota Counties Insurance Trust (MCIT) 2009 Member Report for Carver County by MCIT Staff.

Originating Division: Employee Relations

Meeting Date: July 28, 2009

Amount of Time Requested: 20 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Staff from MCIT, along with Risk Management staff, would like to provide a member update to the County Board in reference to the risk management program with MCIT and in Carver County. The discussion will look at the overall performance of MCIT, past performance and future goals of Carver County in the risk management area as it relates to MCIT.

**ACTION REQUESTED:** Provide any additional input and/or direction to MCIT and the Risk Management staff in the areas discussed.

**FUNDING**

County Dollars = \$

Other Sources & Amounts = \$

**TOTAL** = \$0

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

*Related Financial Comments:*

Reviewed by Division Director

Date: 07/13/09





# REQUEST FOR BOARD ACTION

## AGENDA ITEM : 2008 Financial Reports

Originating Division: Financial Services

Meeting Date: July 28, 2008

Amount of Time Requested: 15 minutes

Attachments for packet:  Yes  No

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

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

The County's 2008 Comprehensive Annual Financial Report (" CAFR"), which was previously distributed under a separate cover letter, will be presented to the County Board by County staff. The CAFR sets forth the County's financial position and results of operations and cash flows and all disclosures necessary to enable maximum understanding of the County's financial affairs. Responsibility for both the accuracy and completeness of the presented data and the fairness of the presentation, including all disclosures, rests with the County.

The Office of the State Auditor audited the County's financial statements and issued an "unqualified opinion". This means that, in the auditor's opinion, the financial statements conform with applicable accounting standards. In addition to formulating an opinion on the County's financial statements, the Auditor's Office reviewed the County's internal controls, legal compliance, and financial management practices. The Management and Compliance Report which was issued under a separate cover from the Office of the State Auditor, contains the results of that review, including their recommendations for improvements. The Management and Compliance Report will be presented to the County Board by Rick Clark from the Office of the State Auditor.

Finally, I would like to acknowledge the professionalism and tremendous effort put forth by the County's Assistant Finance Director, Nathan J. Reinhardt, CPA, MBA who is primarily responsible for preparing the County's CAFR.

**ACTION REQUESTED:** *No action requested – Information only*

#### 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: July 17, 2009

**Carver County**  
**Meeting with Board of Commissioners**  
**For Year Ended December 31, 2008**

Held: **July 28, 2009 at 9:30 a.m.**

I. Required Communication Letter (*Letter dated June 18, 2009*)

A. Auditor's responsibility under auditing standards generally accepted in the United States of America (as indicated in the engagement letter, management representation letter, and opinion).

1. We express an opinion on the financial statements.
2. The financial statements are the responsibility of management.
3. An audit is designed to provide reasonable, but not absolute, assurance that the financial statements are free from material misstatement.

B. Other Information in Audited Financial Statements

Our obligation to other information in the CAFR – (MD&A, other RSI and statistical information) we read the information and consider whether it is consistent with audited information.

C. Qualitative Aspects of Accounting Practices

1. Significant Accounting Policies

During 2008, there were no changes in applying existing policies.

2. Accounting estimates

Some accounting estimates are significant to the financial statement balances and because future events affecting them may be different than expected. The more significant estimates used in the County's financial statements are:

- Fair value of investments
- Estimated useful lives of capital assets
- Estimate of the compensated absences liability
- Estimate for Other Post-Employment Benefits liability

D. Corrected and Uncorrected Misstatements

All significant differences we noted have been corrected, and are reflected in the financial statements.

**Carver County**  
**Meeting with Board of Commissioners**  
**For Year Ended December 31, 2008**

Uncorrected misstatements as listed with the representation letter are immaterial to the financial statements.

E. Other areas

1. We did not encounter any circumstances and are unaware of any items in these areas:
  - Difficulties encountered in performing the audit
  - Disagreements with management
2. We have requested representations from management that are included in the management representation letter dated June 17, 2009.

II. Opinion – unqualified

III. Management and Compliance Issues

A. Management’s responsibilities

1. Management is responsible for establishing and maintaining internal controls as well as ensuring compliance.
2. Management, as well as those who have responsibility for oversight of the financial reporting process, are responsible for setting the proper tone for the organization; creating and maintaining a culture of high ethical standards; and establishing controls to prevent, deter, and detect fraud.

B. Audit results, findings, and recommendations (*separate Management and Compliance Report*)

IV. Financial statement highlights

A. Government-wide financial statements (*handout p 1-3*)

1. Financial statement format and contents are similar to the prior year; net assets increased 3.4% over last year.
2. Government-wide financial statements
  - Handout p 1 shows the net assets of the County since 2004. Net assets is the difference between assets and liabilities.
  - Handout p 2 shows the net capital assets of the County since 2004.
  - Handout p 3 shows the County’s long-term debt since 2004.

**Carver County**  
**Meeting with Board of Commissioners**  
**For Year Ended December 31, 2008**

In 2008, net assets increased by \$5.8 million, with capital assets accounting for nearly all of this increase. Restricted net assets increased \$16.6 million and unrestricted net assets decreased \$25.5 million due to the capital expenditure restriction in 2008.

In 2008 capital assets increased by \$17.7 million, mostly due to increases to infrastructure; the long-term debt increased by around \$16 million due to the 2008 CIP bonds.

**B. Major Fund Summary (handout p 4-9)**

1. Handout p 4 shows the revenues and expenditures. We can see that revenues have been roughly equal to expenditures from 2004 to 2007. In 2008, expenditures were \$13.7 million over revenues. This is because the bond proceeds of \$16 million are not included in the revenues.
  - Expenditures were up \$22 million:
    - Highways and streets up about \$8.9 million – road projects
    - Capital outlay up about \$11.6 million – justice center construction
2. Handout p 5 shows the revenues detailed by source. As expected, the largest revenue sources are taxes and intergovernmental revenues.

Revenues were down \$253,786:

  - taxes increased \$2.6 million – levy increase approved by Board
  - intergovernmental revenue decreased \$1.9 million – decrease in shared revenue state aids
  - charges for services increased \$1.1 million
  - investment income decreased \$1.7 million
3. Handout p 7 shows the expenditures detailed by function.

Expenditures were up \$10 million due to the capital outlay for roads.
4. Handout p 8 shows an abbreviated summary of the County's major funds. The letters on the right hand side are referenced below with the page numbers from the financial statements where the information came from.
  - General Fund - fund balance decreased \$2.6 million, but the fund still has a fund balance of \$25.1 million, of which \$22.5 million is unreserved.
  - Road and Bridge Fund – fund balance decreased \$1.1 million, leaving a fund balance of \$3.1 million; of which \$2.8 million is unreserved.
  - Community Social Services Fund – fund balance decreased \$835,289 leaving a fund balance of \$9.5 million.
  - Debt Service Fund – fund balance increased \$921,393 to \$4.5 million.
  - Building CIP Fund – fund balance decreased \$1.2 million, leaving a fund balance of \$11.3 million.
  - Road & Bridge CIP Fund - fund balance increased \$5.9 million to \$6.2 million

**Carver County**  
**Meeting with Board of Commissioners**  
**For Year Ended December 31, 2008**

5. Handout p 9 shows a comparison of the fund balances by reserved, designated and undesignated from 2004 to 2008. Total fund balance hasn't changed much but there is a trend toward more designations.

C. Unreserved fund balance (*handout p 10-11*)

Handout p 10 shows that fund balances for all of the 3 main funds above the 5 month of expenditures.

Handout p 11 shows the number of months of expenditures that are available in fund balance. This calculation includes all funds, not just the 3 major funds.



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Land Acquisition Lake Waconia Regional Park

Originating Division: Public Works/Parks

Meeting Date: July 28, 2009

Amount of Time Requested: 25 Minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** On December 2, 2008 the County Board authorized the appraisal review of Parcel 070181100 located at 9550 Paradise Lane (Country Store) to consider the possible acquisition of the 1.5 acre parcel. The area is located within the boundary of Lake Waconia Regional Park. Carver County is an Implementing Regional Park Agency of the Metropolitan Council and works to acquire recreational lands consistent with the approved Metropolitan Council Policy Plan and with approved park master plans.

On April 28<sup>th</sup>, 2009 the County Board went into a closed session to discuss the appraisal and negotiations for acquisition of this property.

**ACTION REQUESTED:** Motion to enter into closed session according to Minnesota Statutes Section 13D.05 in order to discuss confidential appraisal data and to update the County Board on the status of the offer for the purchase of the property.

### 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  
William J. Weckman

Date: July 21, 2009

S:Parks/BA RES/LWP /Country Store/