

Carver County Board of Commissioners
 Regular Session
 October 28, 2008
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

			PAGE
9:15 a.m.	1.	<i>a) CONVENE</i>	
		<i>b) Pledge of Allegiance</i>	
		<i>c) Public participation (comments limited to five minutes)</i>	
		<i>d) Introduction of New Employees</i>	
	2.	Agenda review and adoption	
	3.	Approve minutes of October 14, 2008 Regular Session	1-2
	4.	Community announcements	
9:15 a.m.	5.	CONSENT AGENDA	
	5.1	Payment of emergency claims	3-6
	5.2	Out of state travel request	7
	5.3	Approval of 2009 Board of Soil and Water Resources Natural Resources Block Grant.....	8-9
	5.4	MPCA grant agreement to implement fecal TMDL.....	10-11
	5.5	Resolution to request extension of time to complete review and amendment of the 2030 Comprehensive Plan.....	12-13
	5.6	Carver-Scott Educational Coop/Carver County School Deputy services.....	14
	5.7	Renewal application for off-sale, on-sale and Sunday Liquor license for K & R Ranch, Inc. d/b/a Hollywood Ranch House	15
	5.8	Grant agreement between Metropolitan Council and Carver County for creation and open space	16-18
	5.9	Service agreement for joint assessment	19
	5.10	Abatements/additions.....	20-21
	5.11	Community Social Services' warrants	NO ATT
	5.12	Commissioners' warrants.....	SEE ATT
9:20 a.m.	6.	PUBLIC WORKS/PARKS	
	6.1	Minnesota Recreation and Parks Association Award of Excellence	22

9:30 a.m.

7. COUNTY ADMINISTRATION/FINANCE

7.1 2009 Administrator's recommended budget presentation 23-65

10:30 a.m.

ADJOURN REGULAR SESSION

10:30 a.m.

1. Chair

2. Board Members

3. Administrator

11:00 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 October 14, 2008. Chair James Ische convened the session at 9:16 a.m.

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

Members absent: None.

Under public participation, Bruce Schwichtenberg, Dahlgren Township, questioned spending for the fiber optic project considering the present economic picture and suggested the project be suspended. He also questioned whether the value of the easement had been addressed. He noted the State financial forecast and the possibility of the County's not receiving the 2.5 million projected in local government aid. Schwichtenberg stated he also believed the money budgeted in 2008 for the project should be put back in the budget and the project should be stopped.

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

Workman moved, Maluchnik seconded, to approve the minutes of the October 7, 2008, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Payment of emergency claim in the amount of \$210.

Approved Carolyn Schmidt attending the Legal Preparedness Action Plan Workshop in Indiana in October.

Authorized the expenditure of \$17,518 of Carver Creek CCWMO project funds for the Old Beach Lane stormwater retrofit project and authorized the release of the funds to the City after the City has supplied the County with final approved plans, as built and a maintenance plan.

Resolution #82-08, Professional Services Agreement between Carver County and Bonestroo, Inc., for Bridge Safety Inspections.

Resolution #83-08, Old TH 212 Snow and Ice Maintenance Agreement No. 93431 with the State of Minnesota.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Steve Taylor, Administrative Services, requested the Board award bids related to the Justice Center project. He noted the Board had previously awarded 16 bids and rejected eight bids totaling 2.6 million. He explained since that time they have looked at value engineering deductions to get back on budget. Taylor stated County staff worked together to find ways to reduce the budget and costs of the project.

He explained the scope of work was revised for each bid division and questions were clarified for bidders to make sure the bids were tight. Taylor indicated window wells were deleted in the lower level, some Courtroom finishes were deleted and the size of the elevator were reduced. Taylor reviewed the proposed project budget and indicated the savings realized with rebidding would be added to the contingency budget.

He clarified more bids were received as a result of rebidding and they received the lower numbers they were looking for. Taylor explained the irregularities in the steel bid and indicated the bid was rejected as being non-responsive. He clarified he would be asking for approval of two additional contracts in the near future as well as for final approval of the budget and general conditions.

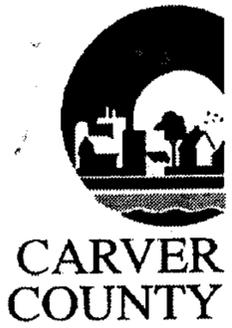
David Chase, representing Kraus/Anderson, stated in the past the budget had been difficult to maintain in anticipation of price increases that bidders were experiencing that impacted the bidding. He added contractors also had work to bid on in the past and that has changed in the last three months.

Lynch moved, Maluchnik seconded, to approve the bid awards to Thurnbeck Steel, Bid Division 11, O'Keefe Millwork, Bid Division 13 and C & S Electric, Bid Division 28. Motion carried unanimously.

Degler moved, Maluchnik seconded, to adjourn to go into closed session at 9:50 a.m. to discuss labor negotiations strategy as permitted by Minnesota Statutes 13D.03. The Board adjourned the closed and Regular Session at 10:40 a.m.

David Hemze
County Administrator

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



Office of Finance Director
Carver County Government Center
Administration Building
600 East Fourth Street
Chaska, MN 55318-1202
Phone: 952 361-1509
Fax: 952 361-1308

AUTHORIZATION

PAYMENT OF EMERGENCY CLAIM

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with a minimum of two).

VENDOR: City of Chaska

ACCOUNT: 30-971-363-0000-6640

AMOUNT: \$2,830.39

REASON: Application and processing fee for preliminary and final plats-Government Center Expansion

Department Head Signature: *Steven H. Tegen*

Chairman of County Board

James M. Ische

County Administrator

David Hemze
David Hemze

County Attorney

James W. Keeler, Jr.
James W. Keeler, Jr.

Date: 10/15/08

287003



Office of Finance Director
Carver County Government Center
Administration Building
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Chaska, MN 55318-1202
Phone: 952 361-1509
Fax: 952 361-1308

AUTHORIZATION

PAYMENT OF EMERGENCY CLAIM

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VENDOR: Richard Kohman
13060 Oakview Lane
Dayton, Minnesota 55327

ACCOUNT: 01-0120-000-1112-6033 (Homelessness Grant Veterans Service)

AMOUNT: \$1300.00

REASON: Emergency rental assistance for [redacted] assist with rent in the amount of \$1300.00 for the month of October, 2008. He is seeking rental assistance for rent to prevent from becoming homeless. The veteran is working with the CVSO for further assistance through the State Soldiers Assistance Program (SSAP) and US Department of Veterans Affairs.

Department Head Signature: *Janis Priem*

Chairman of County Board
James M. Ische

County Administrator
David Hemze
David Hemze

County Attorney
James W. Keeler, Jr.
James W. Keeler, Jr.

Date: October 13, 2008

287001



Office of Finance Director
Carver County Government Center
Administration Building
600 East Fourth Street
Chaska, MN 55318-1202
Phone: 952 361-1509
Fax: 952 361-1308

AUTHORIZATION

PAYMENT OF EMERGENCY CLAIM

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with a minimum of two).

VENDOR: A & M Real Estate
4425 Highway 169 N.
Plymouth, Minnesota 55447

ACCOUNT: 01-0120-000-1112-6033 (Homelessness Grant Veterans Service)

AMOUNT: \$695.00

REASON: Emergency rental assistance for Veteran to assist with rent in the amount of \$695.00 which will pay rent through the month of November, 2008. Veteran was laid off from previous employer CVS. He is seeking rental assistance to help avoid becoming homeless. The veteran is working with the CVSO for further assistance through the Veterans Administration for service connected disabilities.

Department Head Signature: *Jeri Priem*

Chairman of County Board James M. Ische

County Administrator *David Hemze*
David Hemze

County Attorney *James W. Keeler, Jr.*
James W. Keeler, Jr.

Date: October 8, 2008



287002



Office of Finance Director
Carver County Government Center
Administration Building
600 East Fourth Street
Chaska, MN 55318-1202
Phone: 952 361-1509
Fax: 952 361-1308

AUTHORIZATION

PAYMENT OF EMERGENCY CLAIM

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with a minimum of two).

VENDOR: Brandondale LTD MHP
1 Kelly Road
Chaska, Minnesota 55318

ACCOUNT: 01-0120-000-1112-6033 (Homelessness Grant Veterans Service)

AMOUNT: \$617.25

REASON: Emergency rental assistance for [redacted] to assist with rent in the amount of \$617.25 for the month of October, 2008. Veteran has not worked since June of 1993. He is seeking rental assistance for lot rent in Mobile Home Park to avoid becoming homeless. The veteran is working with the CVSO for further assistance through the State Soldiers Assistance Program (SSAP).

Department Head Signature: *Jim Priem*

Chairman of County Board
James M. Ische

County Administrator
David Hemze
David Hemze

County Attorney
James W. Keeler, Jr.
James W. Keeler, Jr.

Date: October 8, 2008



REQUEST FOR BOARD ACTION

AGENDA ITEM : Out of State Travel Request – Rod Franks

Originating Division: Community Social Services

Meeting Date: 10/28/2008

Amount of Time Requested: NA

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: *The Minnesota Department of Education has invited Rod Franks to attend the international Solution Focused Brief Therapy conference being held in Austin, TX, from 11/12/08 to 11/15/08. Mr. Franks is being invited as one of four persons through the Carver-Scott Educational Cooperative's Y.E.S. grant with the MN Dept. of Ed. The grant will cover all costs associated with attendance and participation in this conference. There is no cost to Carver County.*

ACTION REQUESTED:

To approve the out-of-state travel request for Rod Franks, Social Services Supervisor.

FUNDING

County Dollars = \$

Other Sources & Amounts = \$

TOTAL = \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments: Cost covered by Carver Scott Educational Cooperative's Y.E.S. Grant.

Reviewed by Division Director

Date: 10/14/2008



REQUEST FOR BOARD ACTION

AGENDA ITEM: Approval of 2009 Board of Soil & Water Resources (BWSR) Natural Resource Block Grant

Originating Division: Land Water Services

Meeting Date: 28 Oct 2008

Amount of Time Requested: NA

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: Each year the County receives a block grant from BWSR for the following programs: Water Plan Implementation (LWP) - \$10,657; Wetland Conservation Act - \$36,000 (\$10,000 of which goes to the SWCD); Shoreland Management - \$2,979; ISTS \$10,000; Feedlot Management - \$33,537. The LWP portion requires a \$29,053 match, the other programs a 1-to-1 match. The match is provided by the staff time expended in the normal operation of the program areas and by Carver WMO watershed expenditures. The LWP & Shoreland funds are used to support the monitoring program and small conservation projects such as tile inlets, streambank restoration, lakescaping. The other funds are used to offset program costs of operating the WCA, Feedlot, & ISTS programs. The SSTS (septic system) portion of the grant are allocated to the Direct Discharge program. These funds could be used for systems outside the TMDL watersheds.

The budget amendments to reflect the increase in SSTS program funds are shown below.

ACTION REQUESTED: Motion approving the 2009 NRBG Application, authorizing the Board Chair to sign the documents, and amending the 2008 budget as follows

Increase - 01-123-123-0000-5355 by \$10,000

Increase - 01-123-124-1537-6260 by \$10,000

FUNDING

County Dollars =	\$
Other Sources & Amounts =	
BWSR	= \$93,173
TOTAL	= \$93,173

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments:

Reviewed by Division Director

Date: 17 Oct 2008

BUDGET AMENDMENT REQUEST FORM

Submit to Finance Office one week prior to County Board Session.

DEPARTMENT: Land and Water Services

Date of County Board Session: 10/28/08

Fund: 01

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
BSWR Block Grant	\$ 10,000	SSTS Program Funds	\$ 10,000
TOTAL:	\$ 10,000	TOTAL:	\$ 10,000

A. Reason for Request: See accompanying Board Action.

B. Financial Impact: (To be filled out by Finance Director)

C. Contingency Acct. Beginning Bal.: \$ 300,000

D. Contingency Acct. Adjustment: \$ 200,000

E. Current Balance After Adj.: \$ 100,000

F. Prepared/Requested By: Dave Drealen

G. Recommend Approval: Finance

H. County Board Decision: Approval/Disapproval



REQUEST FOR BOARD ACTION

AGENDA ITEM: MPCA Grant Agreement to Implement Fecal TMDL

Originating Division: LWS Division

Meeting Date: 10/28/08

Amount of Time Requested:

Attachments for packet: Yes xNo

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: The 2008 Clean Water Legacy Non-point Source Restoration and Protection Grant and Loan (CWL) funds were approved by the state legislature in 2007. The County applied for and recieved \$148,420 to continue implementation of several Total Maximum Daily Load Plans(TMDL's). The Carver County request is aimed at funding staff in the LWS division, primarily at the SWCD, in order to market available BMP's and funding incentives. This grant is in addition to grants received in 2006 and 2007from Clean Water Legacy funds. Staff is requesting that the Board approve the grant agreement and the subsequent budget amendments.

ACTION REQUESTED:

Motion to authorize the chair to sign the grant agreement with the MN Pollution Control Agency to implement Fecal TMDL's; and authorize the following budget amendments to the 2008 budget:

Increase Year 2008 Budget Item 01-123-127-1564-5820 by \$148,420 (MPCA Funds)

Increase Year 2008 Budget Item 01-123-127-1564-6260 by \$148,420 (SWCD staff costs)

FUNDING

County Dollars = \$111,515 existing program costs and in-kind (2008-2012)

Other Sources & Amounts = \$148,420 MPCA FUNDS
= \$ 365,000 SSTS loan funds

TOTAL = \$624,935

FISCAL IMPACT

None

Included in current budget

X Budget amendment requested

Other:

Related Financial Comments:

In-Kind and match funds are from budgeted existing staff time, costs from the water monitoring program, and existing available SSTS loan monies. The \$148,420 grant will cover program expenses incurred since February 2008. The funds are directed to extend the existing marketing technician at the SWCD, currently funded by Clean Water Legacy grants. Loan Funds are from Dept of ag funds, and AgBMP loans distributed through NRCS and the SWCD.

X Reviewed by Division Director

Date: 10/17/08

BUDGET AMENDMENT REQUEST FORM

Submit to Finance Office one week prior to County Board Session.

DEPARTMENT: Land and Water Services

Date of County Board Session: 10/28/08

Fund: 01

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
MPCA Grant Funds	\$ 148,420	SWCD Staff Costs	\$ 148,420
TOTAL:	\$ 148,420	TOTAL:	\$ 148,420

A. Reason for Request: See accompanying Board Action.

B. Financial Impact: (To be filled out by Finance Director)

C. Contingency Acct. Beginning Bal.: \$ 300,000

D. Contingency Acct. Adjustment: \$ 200,000

E. Current Balance After Adj.: \$ 100,000

F. Prepared/Requested By: Dave Drealen

G. Recommend Approval: Finance

H. County Board Decision: Approval/Disapproval



REQUEST FOR BOARD ACTION

AGENDA ITEM : Resolution to Request extension of Time to Complete Review and Amendment of the 2030 Comprehensive Plan

Originating Division: Land Water Services

Meeting Date: 28 oct 2008

Amount of Time Requested: 0 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM:

The Metropolitan Land Planning Act requires communities in the seven county metropolitan area to submit proposed comprehensive plan updates to adjacent governments, affected special districts, and affected school districts for review and comment prior to Metropolitan Council review. The Metropolitan Council has solicited requests from communities who may not meet the timelines needed to submit a completed review plan to the Council by December 31, 2008. Staff has indicated that the December 31 may be difficult to meet due to several factors including: uncertainty of the timing and content of city comments and the needed response time to those comments, and the December County Board Meeting schedule. Staff is requesting that the Board adopt a resolution requesting an extension from the Metropolitan Council to March 31, 2009.

ACTION REQUESTED:

Motion to adopt a Resolution Requesting and Extension of the submittal deadline for the 2030 Comprehensive Plan, and directing staff to submit an application for extension.

FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

TOTAL = \$

FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments: Extension request would also extend the deadline of spending the Metropolitan Council Planning grant funds to Mar 31, 2009

Reviewed by Division Director

Date: 17 Oct 2008

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

Date: October 28, 2008

Resolution #

Motion by Commissioner
Seconded by Commissioner

=====

A Resolution Requesting and Extension of the submittal deadline for the 2030 Comprehensive Plan

WHEREAS, Minnesota Statutes section 473.864 requires local governmental units to review and, if necessary, amend their entire comprehensive plans and their fiscal devices and official controls at least once every ten years to ensure comprehensive plans conform with metropolitan system plans and ensure fiscal devices and official controls do not conflict with comprehensive plans or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their "decennial" reviews by December 31, 2008; and

WHEREAS, Minnesota Statutes section 473.864 authorizes the Metropolitan Council to grant extensions to local governmental units to allow local governmental units additional time within which to complete the "decennial" review and amendments; and

WHEREAS, any extensions granted by the Metropolitan Council must include a timetable and plan for completing the review and amendment; and

WHEREAS, the County may not be able to complete its "decennial" review by December 31, 2008, for the following reasons: uncertainty of the timing and content of adjacent community comments, and the resulting response time needed, an uncertain December County Board schedule, workload, and short staffing resources.

WHEREAS, the County Board finds it is appropriate to request from the Metropolitan Council an extension so the County can have additional time to complete and submit to the Metropolitan Council for review an updated comprehensive plan and amend its fiscal devices and official controls.

THEREFORE, BE IT RESOLVED, THAT The Carver County Board of Commissioners

1. County Staff is directed to submit to the Metropolitan Council no later than November 1, 2008, an application requesting an extension to March 31, 2009.
2. County Staff must include with the request a reasonably detailed timetable and plan for completing: (a) the review and amendment by March 31, 2009; and (b) the review and amendment of the County's fiscal devices and official controls.

=====

YES

NO

ABSENT

=====

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the ____ day of ____, 2008, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this ____ day of _____, 2008.

David Hemze, County Administrator

REQUEST FOR BOARD ACTION



AGENDA ITEM: Carver-Scott Educational Coop/Carver County School Deputy Services

Originating Division: Sheriff

Meeting Date: October 28, 2007

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: Carver-Scott Educational Cooperative, Special Education Division, Waconia School District #110, and the Sheriff's Office have contracted to provide deputy services within the schools. The contract is renewed annually to continue the partnership between the Sheriff's Office, the Coop and School District #110.

ACTION REQUESTED: Motion to approve the Sheriff's Office contract with Carver-Scott Educational Cooperative and Waconia School District #110 to provide deputy services.

FUNDING

County Dollars =	\$	
Other Sources & Amounts =		
Carver-Scott Contract		\$91,349
Carver-Scott Negotiated Hourly Contract		\$34,635
Carver-Scott Veteran's Day Coverage		\$605
Waconia School District #110		\$91,029
		\$217,61
	Total	8

FISCAL IMPACT

- None
- Included in current budget
- Budget amendment requested
- Other:

Related Financial Comments:

Reviewed by Division Director JDE

Date: 10/17/08



REQUEST FOR BOARD ACTION

AGENDA ITEM: Renewal Application for Off-Sale, On-Sale and Sunday Liquor License for K & R Ranch Inc. DBA Hollywood Ranch House

Originating Division: Property Records Taxpayer Services Meeting Date: October 28, 2008
Amount of Time Requested: 0 minutes Attachments for packet: Yes X No
Item Type: Consent Regular Session Closed Session Work Session Ditch/Rail Authority

BACKGROUND/EXPLANATION OF AGENDA ITEM: Rodney Heldt, owner of K & R Ranch Inc DBA as Hollywood Ranch House has applied for renewal of their Off-Sale, On-Sale and Sunday Liquor License. Hollywood Ranch House is located at 5475 County Road 33, New Germany MN 55367. 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 Ranch House

FUNDING

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

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other: Not Budgeted

Related Financial Comments:

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

Reviewed by Laurie Engelen Taxpayer Services Manager

Date:

10-22-08



REQUEST FOR BOARD ACTION

AGENDA ITEM : Grant Agreement Between Metropolitan Council and Caver County for Recreation and Open Space

Originating Division: Public Works/Parks

Meeting Date: October 28, 2008

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: Carver County has received grant agreement SG-2008-042 for recreation and open space. The grant provides \$426,000 to reimburse the County for land acquisition at Lake Waconia Regional Park.

ACTION REQUESTED: It is recommended that the Board Chair and County Administrator sign the agreement.

FUNDING

County Dollars =	\$
Other Sources & Amounts =	
Metro Council Bonds	=\$426,000
TOTAL	=\$426,000

FISCAL IMPACT

None
 Included in current budget
 Budget amendment requested
 Other:

Related Financial Comments: Budget Amendment attached

Reviewed by Division Director

Jmk

Date:

10/8/08

S:Parks/BA-RES/ RBA SG-2008-042

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

Date: October 28, 2008
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

**Grant Agreement between the Metropolitan Council
and Carver County for Recreation and Open Space (SG-2008-042)**

BE IT RESOLVED, that the Carver County Board of Commissioners hereby amends the County Budget and authorizes the Board Chair to sign grant agreement SG-2008-042.

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 28th day of October, 2008, 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 October, 2008.

David Hemze County Administrator

S/Parks/BA-RES/ Resol-SG-2008-042

BUDGET AMENDMENT REQUEST FORM

Submit to Finance Office one week prior to County Board Session.

DEPARTMENT: Public Works/Parks

Date of County Board Session: 10/28/08

Fund: 01

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Met Council Grants	\$ 426,000	Land acquisition	\$ 426,000
TOTAL:	\$ 426,000	TOTAL:	\$ 426,000

A. Reason for Request: See accompanying Board Action.

B. Financial Impact: (To be filled out by Finance Director)

C. Contingency Acct. Beginning Bal.: \$ 300,000

D. Contingency Acct. Adjustment: \$ 200,000

E. Current Balance After Adj.: \$ 100,000

F. Prepared/Requested By: Dave Drealen

G. Recommend Approval: Finance

H. County Board Decision: Approval/Disapproval



REQUEST FOR BOARD ACTION

AGENDA ITEM : Service Agreement for Joint Assessment

Originating Division: Prop. Rec./Taxpayer Serv.

Meeting Date: October 28, 2008

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:

Approval of a two year service agreement for the joint assessment between Carver County Cities, Townships and the Carver County Assessors Office. This agreement has a cost increase over the prior agreement. The rates of the agreements are arrived at by parcel count and have increased from \$10.00 to \$10.50 for residential valuations, from \$10.50 to \$11.00 for agricultural valuations and from \$11.50 to \$12.00 for commercial/industrial valuations. These increases will be in effect for a two year period and amount to approximately a 5% increase from the prior agreement. The agreements for 2007 generated revenue of \$410,658.00. We will continue to cover our costs for service with these agreements. These agreements allow us to offer this service and meet all Statutory requirements. The benefit to the taxpayers of a consistent and equitable assessment throughout the County is served with these agreements.

ACTION REQUESTED: Approval of service agreements for joint assessment.

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: 10-20-08



REQUEST FOR BOARD ACTION

AGENDA ITEM : Abatements/Additions

Originating Division: Property Records Taxpayer Services Meeting Date: 10/21/08
 Amount of Time Requested: 0 minutes Attachments for packet: Yes No
 Item Type: Consent Regular Session Closed Session Work Session Ditch/Rail Authority

BACKGROUND/EXPLANATION OF AGENDA ITEM: See Attached.**ACTION REQUESTED:**
Recommend to approve.

FUNDING
 County Dollars = \$ - -280.13
 Other Sources & Amounts = \$ - -477.87
 =
TOTAL = \$ -758.00

FISCAL IMPACT
 None
 Included in current budget
 Budget amendment requested
 Other: Not Budgeted

Related Financial Comments: Reviewed by Taxpayer Services Manager

Date: 10-8-08



REQUEST FOR BOARD ACTION

AGENDA ITEM : Minnesota Recreation and Parks Association Award of Excellence

Originating Division: Public Works/Parks

Meeting Date: October 28th, 2008

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: County Staff made application for an Award of Excellence by the Minnesota Recreation and Parks Association (MRPA) for the Lake Waconia Regional Park Sledding Hill. This project was selected to receive an award.

Background

Carver County, through public processes had developed a development master plan for Lake Waconia Regional Park in 2000. This plan had indicated the future development of a sledding hill. In 2005, the relocation of TH 5 began on the southern boundary of Lake Waconia Regional Park. The TH 5 project had a surplus balance of earthen material. Carver County made a proposal to the contractor of the TH 5 project to dispose of the surplus soils in the form of a sledding hill. The contractor accepted the proposal to provide funding to develop grading plans for a sledding hill, haul and place earthen material, grade, seed, and provide erosion control at no cost to the County. The project utilized approximately 200,000 cubic yards of fill, reduced truck traffic by 32,000 vehicle trips on area roadways, provided efficiencies for the contractor and advanced park development by creating an 80 foot tall sledding facility.

Presentation to be made by John Elholm, Washington County Parks Director and member of the MRPA Awards Committee.

ACTION REQUESTED: No formal action is requested.

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: 10/3/08

S:Parks/BA-RES/ RBA MRPA Award September 9th



REQUEST FOR BOARD ACTION

AGENDA ITEM : 2009 Administrator's Recommended Budget Presentation

Originating Division: Administration

Meeting Date: 10/28/08

Amount of Time Requested: 45 minutes

Attachments for packet: Yes No

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

BACKGROUND/EXPLANATION OF AGENDA ITEM: The 2009 Administrator's Recommended Budget is included with this Board packet. The County Administrator and Financial Services Director will present an overview of the budget recommendations.

The remaining 2009 Budget schedule is:

- * Tuesday, November 18th - 4 pm: Board Work Session - Budget Appeals
- * Tuesday, November 25th - 9 am: Administrator's Recommended Long Term Financial Plan
- * Thursday, December 4th - 7 pm: Truth-in-Taxation public hearing
- * Tuesday, December 16th - 9 am: Board adoption of final Budget, Levy and Long Term Financial Plan

ACTION REQUESTED: None

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: 10/22/08

Administrator's Recommended Budget



**CARVER
COUNTY**

Year 2009

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I. Executive Summary

This County Administrator's Year 2009 Recommended Budget applies prioritized resources to Carver County's services. The recommendations included in this document reflect the historically difficult economic times experienced in Carver County, across the United States, and beyond. Key components of this budget include the following.

- Targeted reductions in certain services and related staffing levels.
- Expenditure reductions and revenue increases resulting from numerous changes to make the organization more efficient and effective.
- Funding for significant cost of business increases brought on by rising prices for necessities such as gas and bituminous products and the rising cost of employee health insurance.
- A continued aggressive philosophy of projecting certain expenditure and revenue categories based on trend analysis and budgetary pressures.
- A \$29 annual or 2.5% increase in property taxes on the average value home.

The process of establishing this budget began by setting a 2% increase limit on Division's operational budget requests, implementing a soft hiring freeze, and establishing a "no new personnel" policy. Divisional requests were originally reduced to arrive at a targeted 9.9% levy. The County Board then set the preliminary levy at 8.9% and requested options to reduce this number down to 6.9%. This recommendation sets the levy at 6.9% or \$46,102,339.

This document provides a broad overview of historical budget trends and 2009 budget recommendations. Attachments A and B provide detail on changes to personnel and capital budgets and Attachment C outlines the recommended changes to service levels, other organizational operations, and related adjustments made to the budget.

In addition to this annual budget, a long term financial plan was put into place in 2008 as a road map to fund significant current and future road and building needs by allocating existing dollars and setting aside funds in anticipation of bonding. That separate document will be up updated and presented late November of 2008.

An opportunity to appeal these Administrator's Recommendations has been set for Tuesday, November 18 at 4 p.m. In addition, a truth-in-taxation meeting is set for the evening of Thursday, December 4. The County Board carries the ultimate budget authority and will be asked to adopt the final budget on Tuesday, December 16, 2008. A complete 2009 Adopted Budget Book will be prepared after the adoption of the final budget. That book will incorporate this document and its attachments along with much more detail on the proposed services.

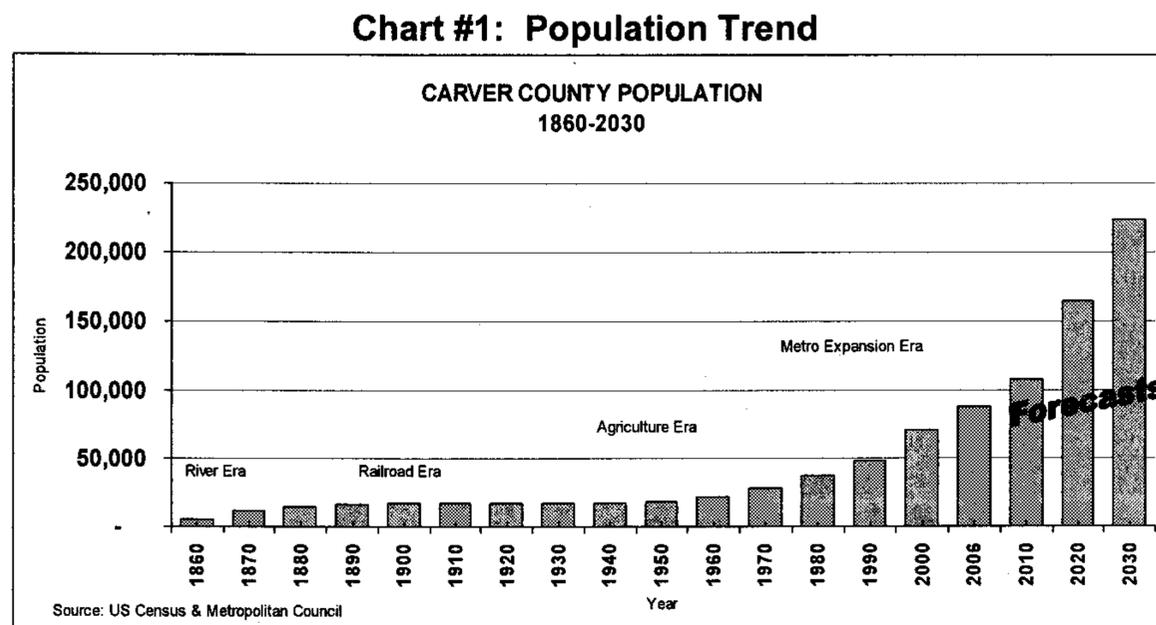
The hard work staff members provided in assisting with the preparation of this budget should be acknowledged. In particular, the assistance of Division Heads, Department Managers, and finance staff was instrumental in preparing this recommendation and is greatly appreciated.

II. Historical Trends

It is helpful to review past trends as we prepare our future budget. The following are key historical trends which were used to form the foundation of this recommended budget.

A. Population

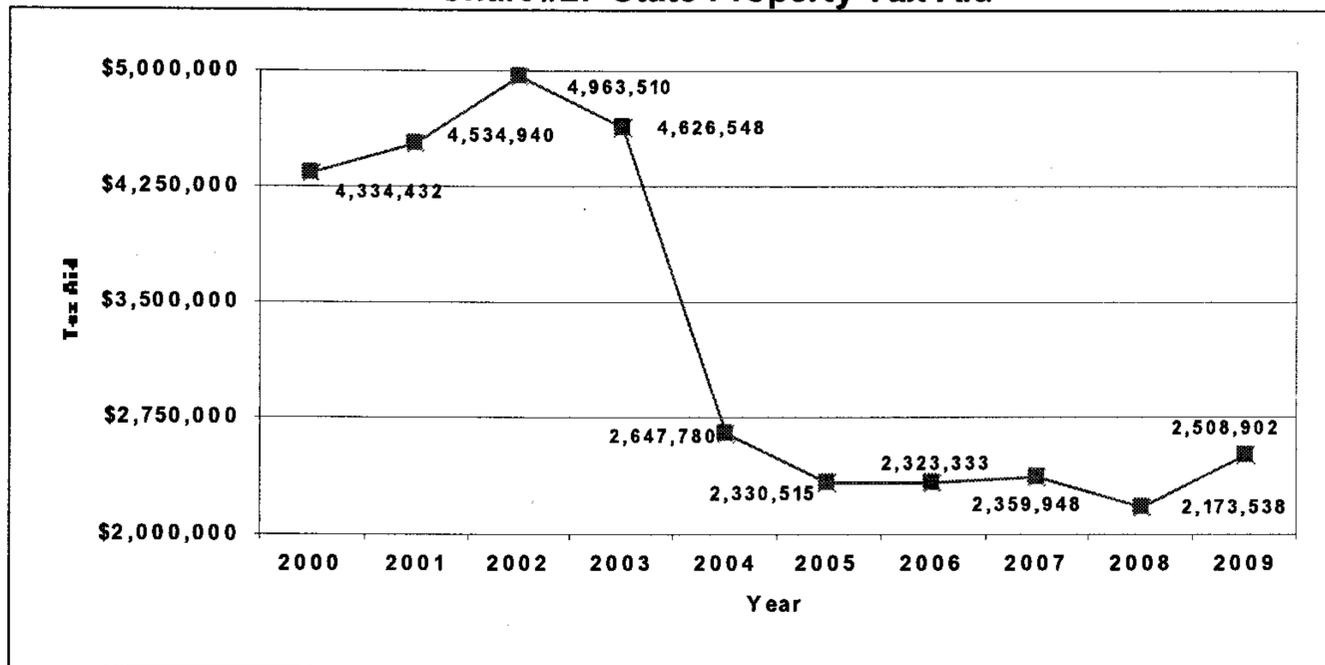
Carver County's current population is approximately 87,000. Chart #1 shows the dramatic forecasted increase to over 220,000 citizens by the year 2030. This is roughly 2.5 times the current number of citizens within that timeframe. This population growth is the biggest factor relating to service demand pressure.



B. General Aid and Property Tax Levy

General property tax aid provided from the State of Minnesota to Carver County is illustrated in Chart #2. This chart shows a dramatic reduction in aid from year 2002 to 2009. The majority of this loss was suffered between years 2002 and 2004. The general trend beyond year 2004 has been a stabilization of this aid with a slight increase in year 2009 projected aid. The 2009 aid projection, however, is not guaranteed and may be reduced by the legislature when it gets back into session the spring of 2009 when they will face a \$2.2 billion State budget deficit.

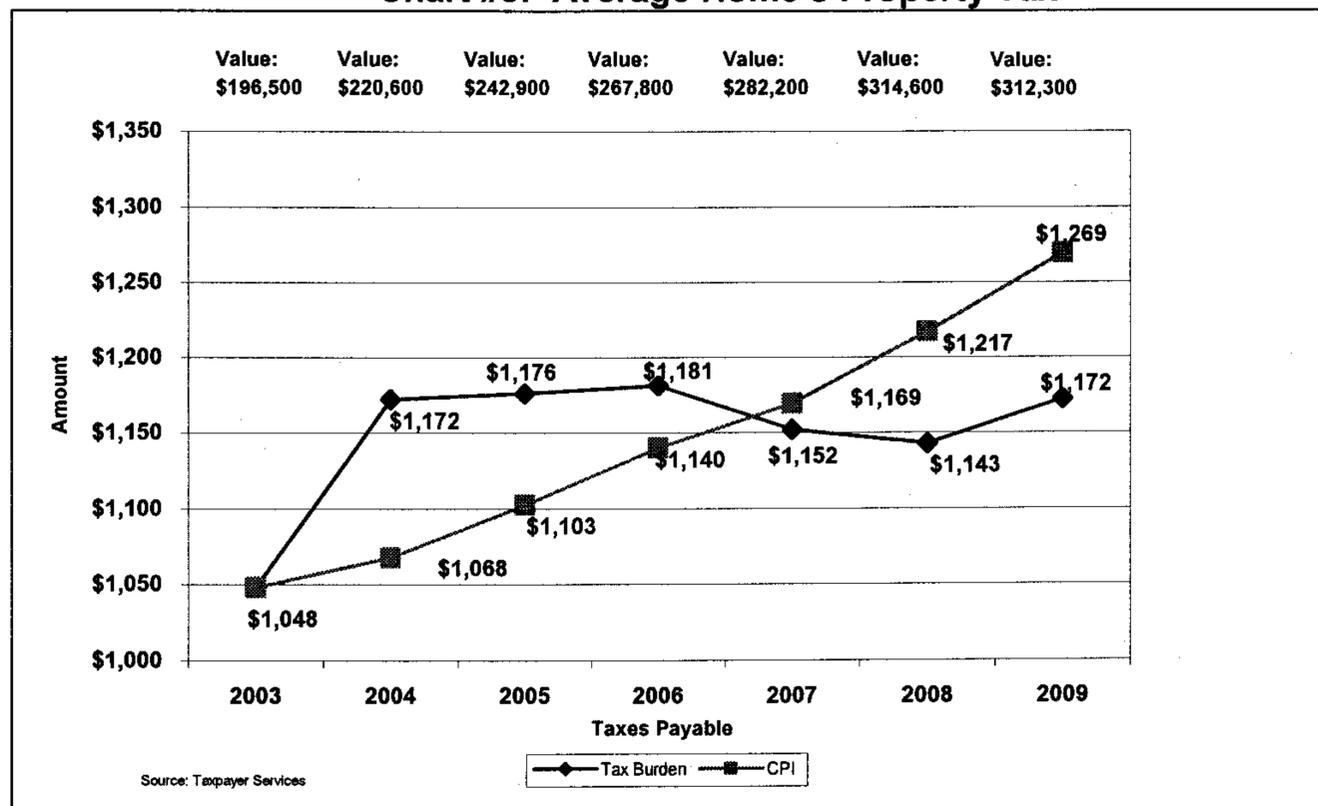
Chart #2: State Property Tax Aid



C. Property Taxation

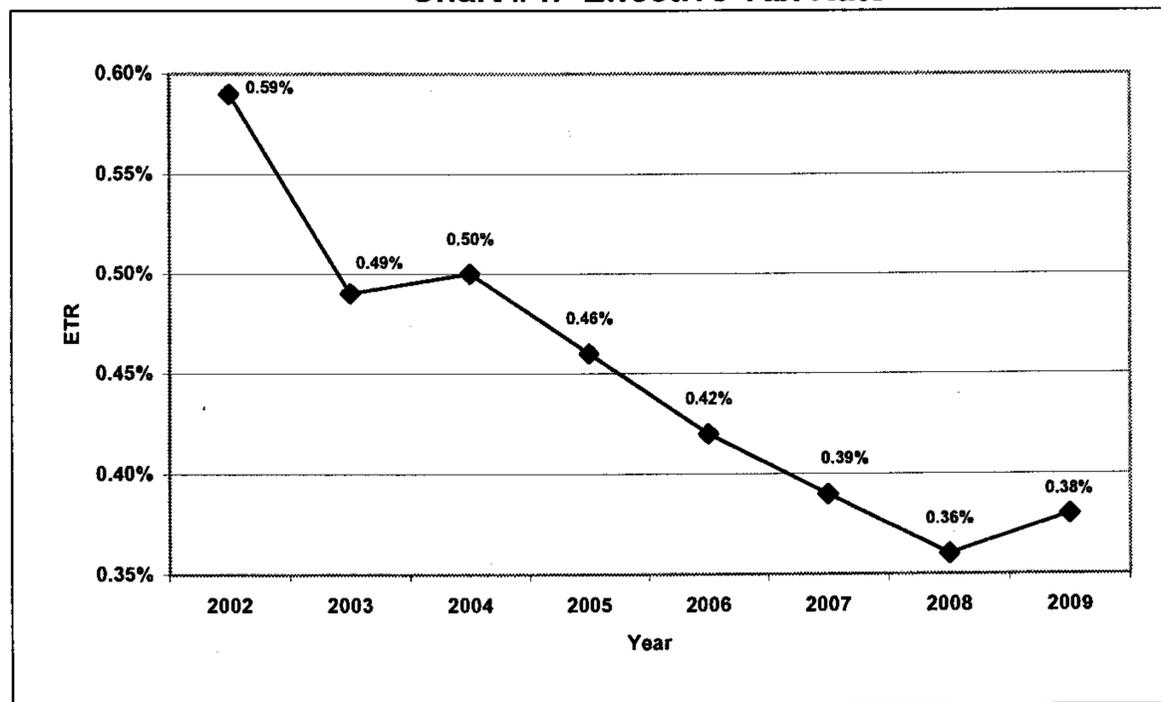
Despite the fiscal pressures faced by factors described earlier such as state aid reductions and increasing service demand pressures from a rising population, Chart #3 illustrates the increase in the average home's property tax tracks closely with the Consumer Price Index (CPI) over the past several years. (The CPI is an inflationary indicator that measures of the average change in prices over time in a fixed market basket of goods and services typically purchased by consumers.) An item to note in the chart is the reduced valuation of the average value home from 2008 to 2009. This reverses a trend of double-digit increases in home valuations.

Chart #3: Average Home's Property Tax



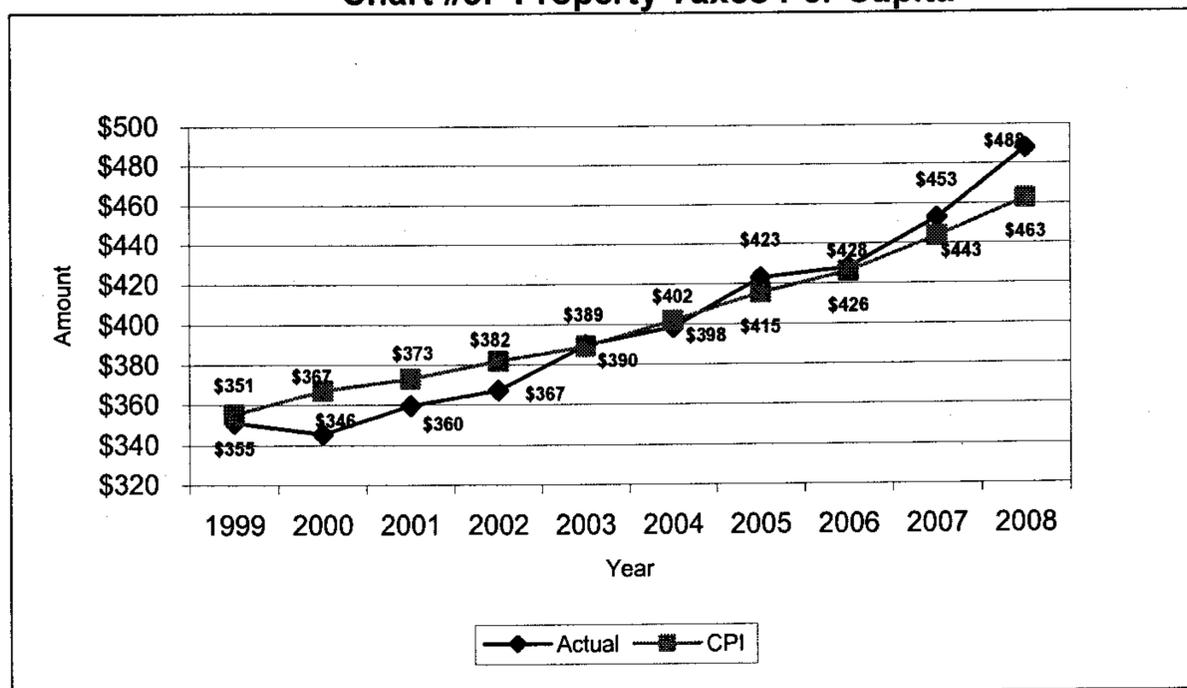
The rapid pace of the home's rising value and relatively modest rate of tax increase has resulted in a decreasing effective tax rate for the homeowner as is illustrated in Chart #4. The effective tax rate is the percentage of market value a homeowner is paying in property taxes and is calculated simply by taking the home's market value and dividing it by the tax. The declining rate is a clear reflection the County Board's conservative tax policy. This decline also reveals that new construction is reflected in our tax rate, but the majority of the market valuation growth of existing properties has not been captured. Year 2009 shows a slight movement upward in this line, which is related to the decreasing valuation of homes as compared to the proposed tax.

Chart #4: Effective Tax Rate



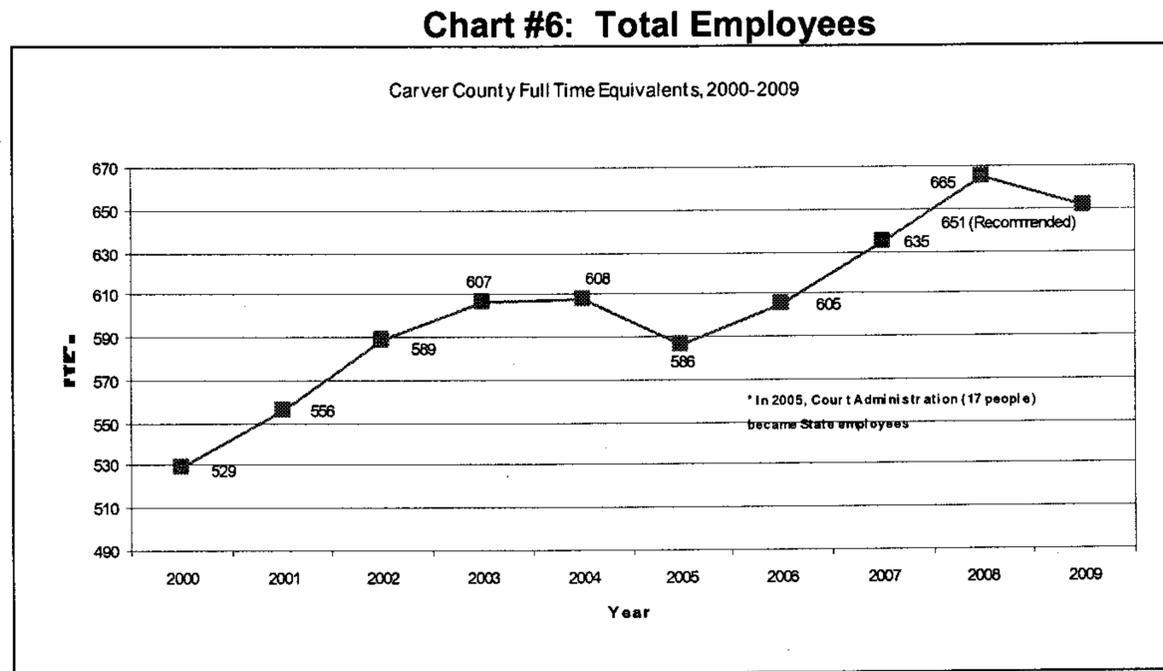
This modest tax growth is also illustrated in Chart #5 which shows the property tax on a per capita basis. Again, the increase mirrors the CPI trend line.

Chart #5: Property Taxes Per Capita



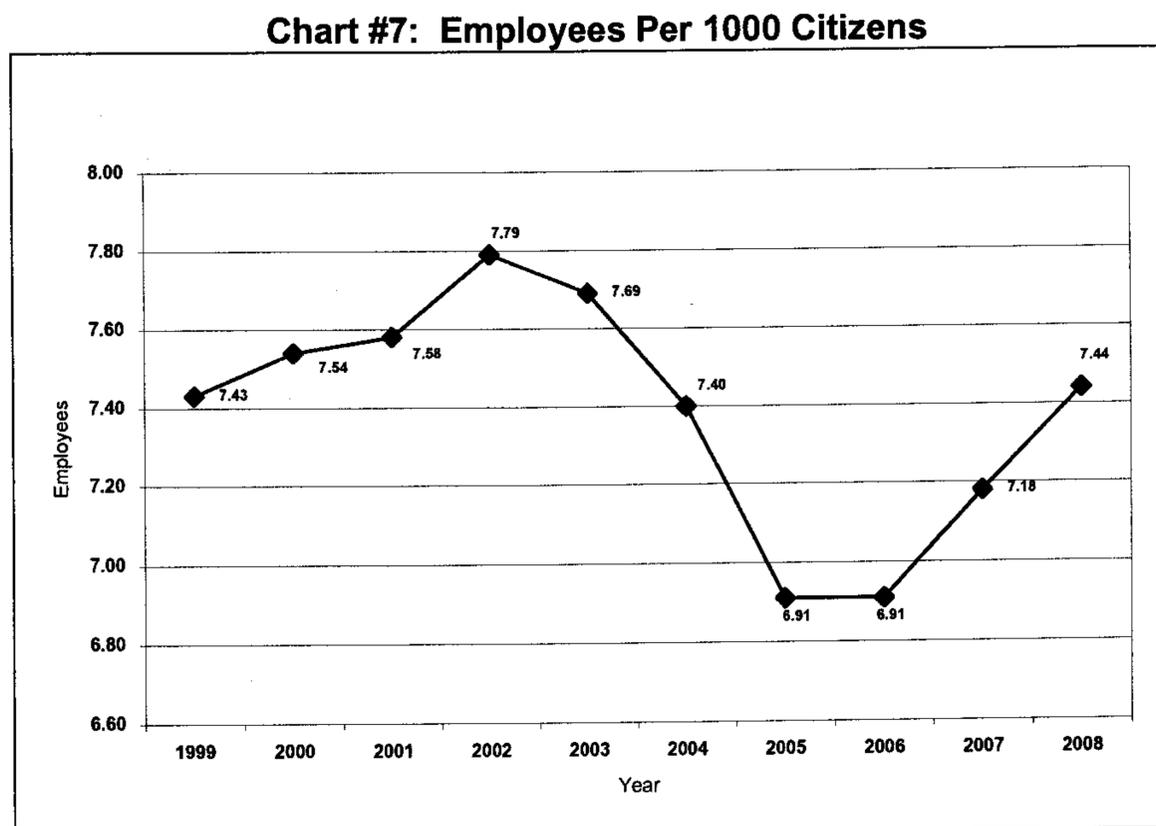
D. Employees

Since the majority of the County's budget is comprised of personnel costs, it is helpful to view how our employee population has changed over time. Chart #6 shows the number of Full Time Equivalent (FTE) employees from 2000 through 2009.



This chart shows the employee population trending upward from 2000 through 2003, decreasing between 2003 and 2005, and then trending upward again with a reduction in proposed 2009 numbers. It should be noted that these numbers include employees paid for outside revenue sources such as contract deputies and license center employees.

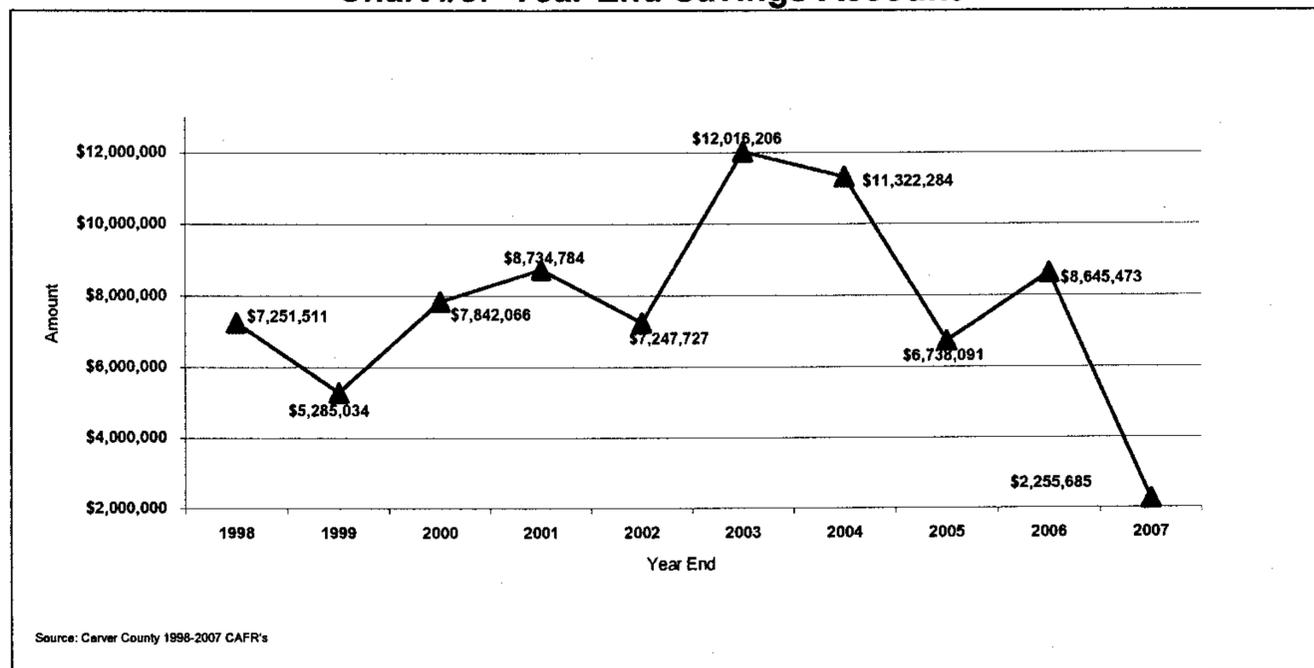
Chart #7 shows how many employees we have per 1000 citizens. This chart follows the general trends shown in Chart #6.



E. Year End Savings Account

The final trend presented in this document relates to the historical balance of the Year End Savings (YES) Account. The YES account, by definition, carries the undesignated, unreserved dollars remaining at year-end. Chart #8 shows the trend in this account's balance over the last 9 years, with the average balance during this timeframe standing at approximately \$7.7 million.

Chart #8: Year End Savings Account



The actual balance shown in the financial statement for year-end 2007 is \$2.26 million. The County Board approved using \$490,000 of this balance to finish off the second floor and add a lower level to the Chanhassen License Center. Thus, the revised balance is \$1.77 million.

Based on current projections, it is estimated that positive budget variance mainly related to an overall county-wide tightening on spending will offset negative budget variances from declining revenues mainly related to building permits and mortgage fees. Thus, the projected year-end 2008 balance is not expected to change significantly from the current balance of \$1.77 million. This recommendation includes retaining the majority of these funds for future unknowns such as unanticipated 2009 funding cuts/unfunded mandates resulting from the 2009 State Legislative session. This balance is recommended to be used to fund the following in 2009.

- \$100,000 for a one-time contribution to begin accumulating assets to offset the County's Other Post Employments Benefits ("OPEB") liability. This recommendation also includes an additional \$100,000 property tax allocation to fund the County's OPEB liability. See the

County's Long Term Financial Plan for further discussion on funding the County's OPEB liability.

- \$100,000 to establish a "safety net" loan program to assist property owners with extremely limited financial capability who have Direct Discharge issues consistent with the Resolution Establishing a Program to Accelerate the Elimination of Direct Discharge Individual Sewage Treatment (ISTS) in Carver County adopted by the Board on April 8, 2008. The Carver County Community Development Agency has agreed to administer this "safety net" program in conjunction with the County's Land and Water Services Division.

With the above recommendations, the projected 2008 YES account balance is \$1.57 million.

III. Budget Recommendations

The 2009 Recommended Budget totals just over \$83 million. The budget recommendations are best summarized through an examination of its major components itemized in Attachments A (Personnel List), B (Capital List), and C (Budget Reduction Overview).

A. Personnel

Recommended changes to personnel are listed in Attachment A. A net total reduction of 13.85 full-time equivalents (FTE) is achieved by holding back new requests, eliminating vacancies, restructuring, reducing hours, and employee lay-offs. The total net personnel cost reduction associated with this recommendation is \$1,068,890.

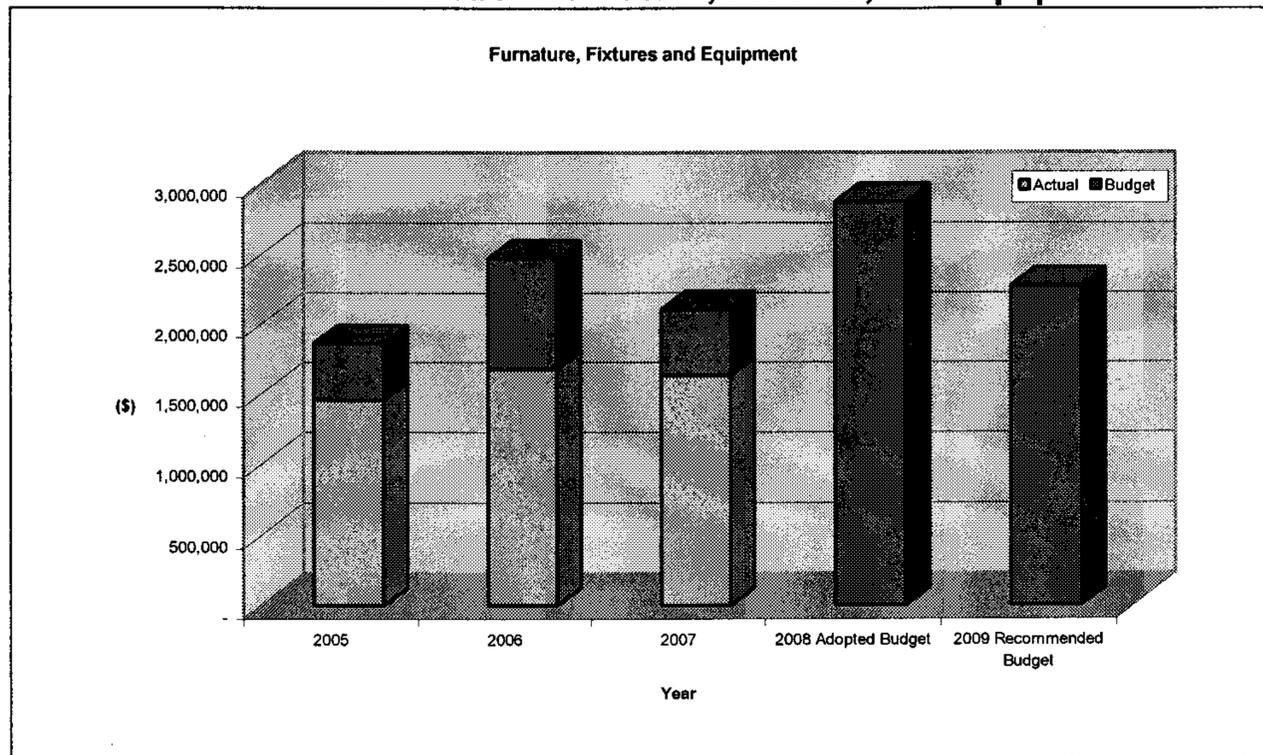
This 2009 recommendation also includes a \$700,000 reduction in personnel wage and benefit costs as compared to full staffing levels to account for personnel attrition (see Attachment C, item 3b.) This reduction is based on turnover trend analysis and a review of divisional staffing needs. In addition, Carver County has implemented a soft hiring freeze to ensure a thorough review of any vacant positions before they are re-filled. Possible alternatives to filling vacant positions are also considered as part of this review including position restructuring or elimination to achieve cost savings.

B. Capital

1. Furniture, Fixtures, and Equipment (FF&E)

This recommended budget includes an investment of over \$2 million in FF&E as is illustrated in Chart #9. A complete detailed list can be found in Attachment B.

Chart #9: Furniture, Fixtures, and Equipment



2. Buildings Projects

The 2008 budget included funding a total of \$13 million in building projects. The 2009 budget recommendation includes no new dollars for building projects other than a \$200,000 allocation for facility data and phone cabling (see attachment B, page 25.)

3. Roads

While the 2008 budget included \$9.4 million in County funding for road projects, the 2009 recommended budget includes no new County dollars for County roads. A \$1.5 million general property tax allocation is recommended for Public Work's resurfacing and maintenance program (see Attachment B, page 22.) In addition, the debt service on 2008 Road Bonds will increase by \$200,000 for 2009

C. Budget Reduction Overview

Attachment C provides a broad overview of the reductions made to arrive at an 8.9% and then a 6.9% levy. This attachment shows the net change made from the Division's original requests as compared to the current Administrator's Recommendation. A variety of expenditure reductions and revenue increases are itemized and include brief impact statements.

D. Other Key Budget Components

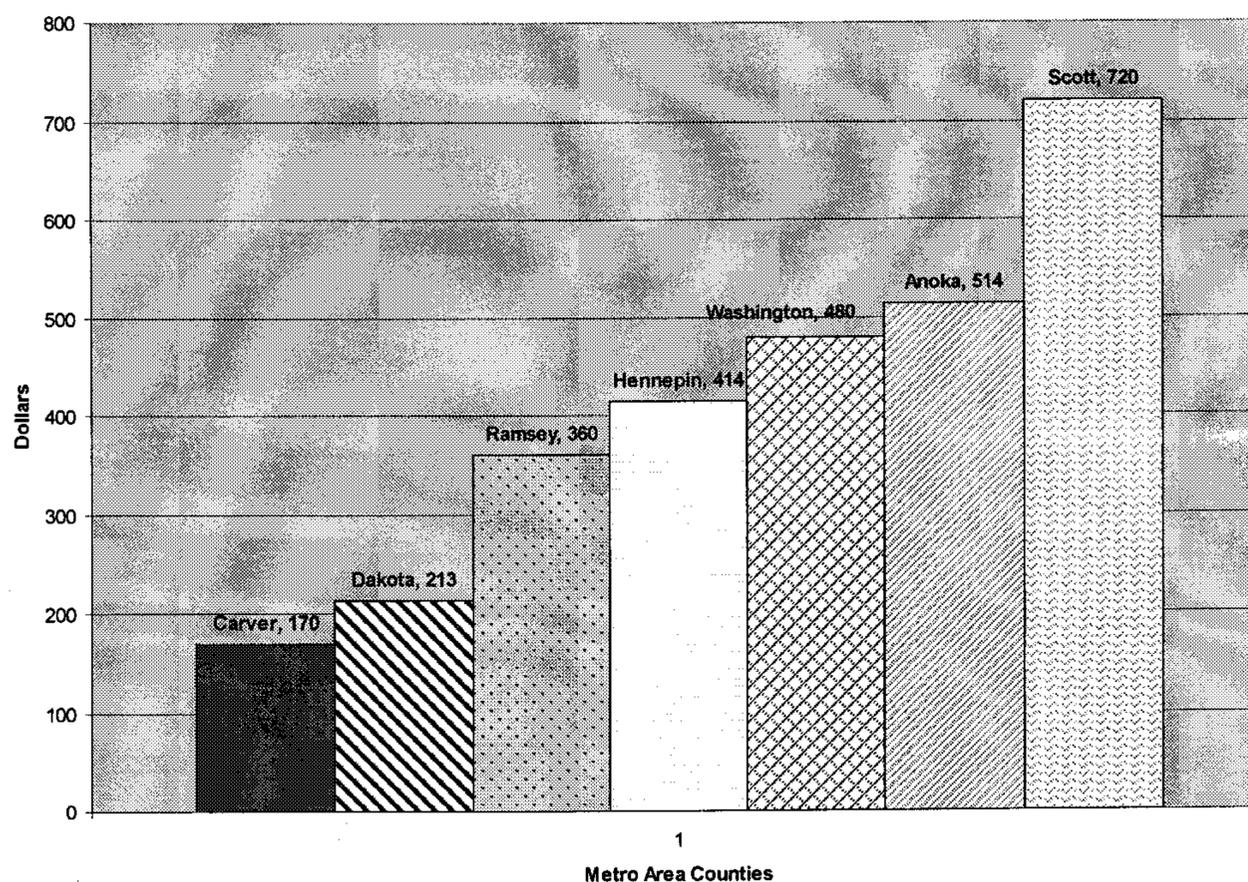
1. Decreasing Revenue

This budget continues an aggressive philosophy of projecting certain expenditure and revenue categories based on trend analysis. Inmate boarding revenues, for example, are budgeted at \$1.2 million in 2009 as compared to \$800,000 in 2008. Overall revenues, however, are forecasted to be approximately \$800,000 lower with significant reductions in areas such as investment income and mortgage registrations.

2. Increasing Bond Payments

Overall bond payments are projected to increase by approximately \$700,000 in the 2009 budget. The Government Center's central plant project and increases to road bonds issues in 2008 are the major contributors to this increase. Energy savings of approximately \$300,000 are projected from the Government Center's central plant project. Carver County's debt per capita is the lowest of the metropolitan counties as of December 31, 2007 as illustrated in Chart #10.

Chart #10:
2007 County Debt per Capita (Ave = \$410)
Source: 2007 CAFRs



3. Fiber Optic Line

Attachment C, item 1d, shows a \$500k reduction from the original budget request to fund a proposed fiber optic project. This proposed project includes entering into a public-private partnership to build a fiber optic ring which connects county facilities and potentially provides residents with high speed data access. This project has an anticipated payback of 4.5 years.

This budget recommendation relieves general levy pressure by spreading project payments onto a lease purchase agreement with the first payment anticipated in year 2010. The 2008 budget included \$400,000 in project funding which will be carried over into 2009, while the County's projected cost for this line is approximately \$1.5 million. Therefore, the amount to be borrowed is anticipated to be \$1.1 million.

4. Conferences and Training for Employees

Carver County is committed to providing its employees with adequate training to ensure they have the knowledge and skills necessary to perform their jobs at an exemplary level. Each Division's level of funding for conferences and trainings was thoroughly reviewed to ensure appropriate levels of training as part of this 2009 budget recommendation.

5. Commissioner Contingency

Carver County's budget has historically set aside \$300,000 for a "Commissioner Contingency." This fund has generally been used for a variety of unanticipated items. **The 2009 recommended budget includes funding this account at a much higher level of \$800,000 due to the difficult economic environment.** These funds could then be used to offset future unknowns such as unanticipated 2009 funding cuts resulting from the 2009 State Legislative session.

IV. Property Taxation

This recommendation includes a year 2009 levy of \$46,102,339. Chart #11 compares the recommended year 2009 levy to the 2008 Certified Levy.

Chart #11			
Year 2008 to 2009 General Levy Comparison			
<i>Pay 2008 Certified Levy</i>	<i>Pay 2009 Recommended Levy</i>	<i>\$ Increase</i>	<i>% Increase</i>
\$43,124,587	\$46,102,339	\$2,977,752	6.90%

The year 2009 levy is estimated to increase the average value home's County property tax by approximately \$29 annually or 2.5%. This estimate includes an average market valuation decrease on that home from \$314,600 in year 2008 to \$312,300 in year 2009.

V. Expenditures and Revenue Comparisons

The following series of charts (#12 thru #15) provide broad-based illustrations of budget changes. These charts provide comparisons between the adopted 2008 budget and the recommended 2009 budget.

Chart #12:

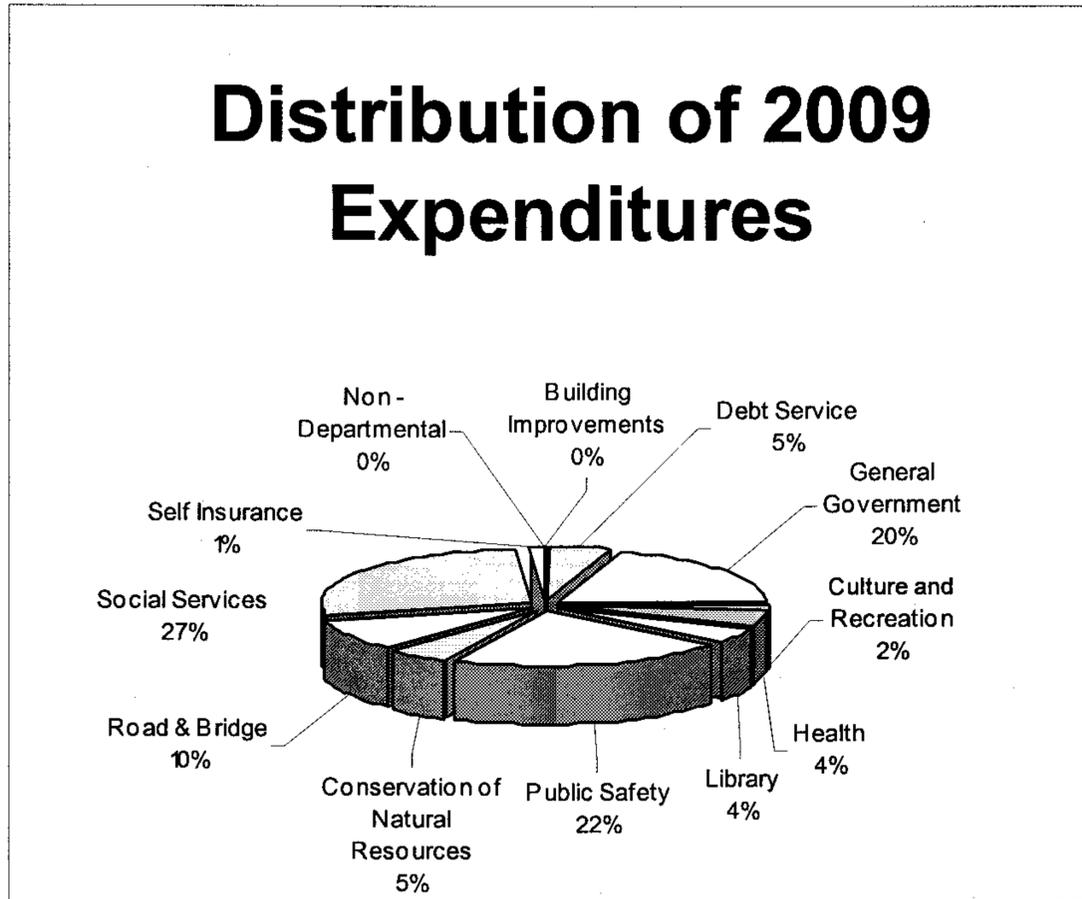


Chart #13:

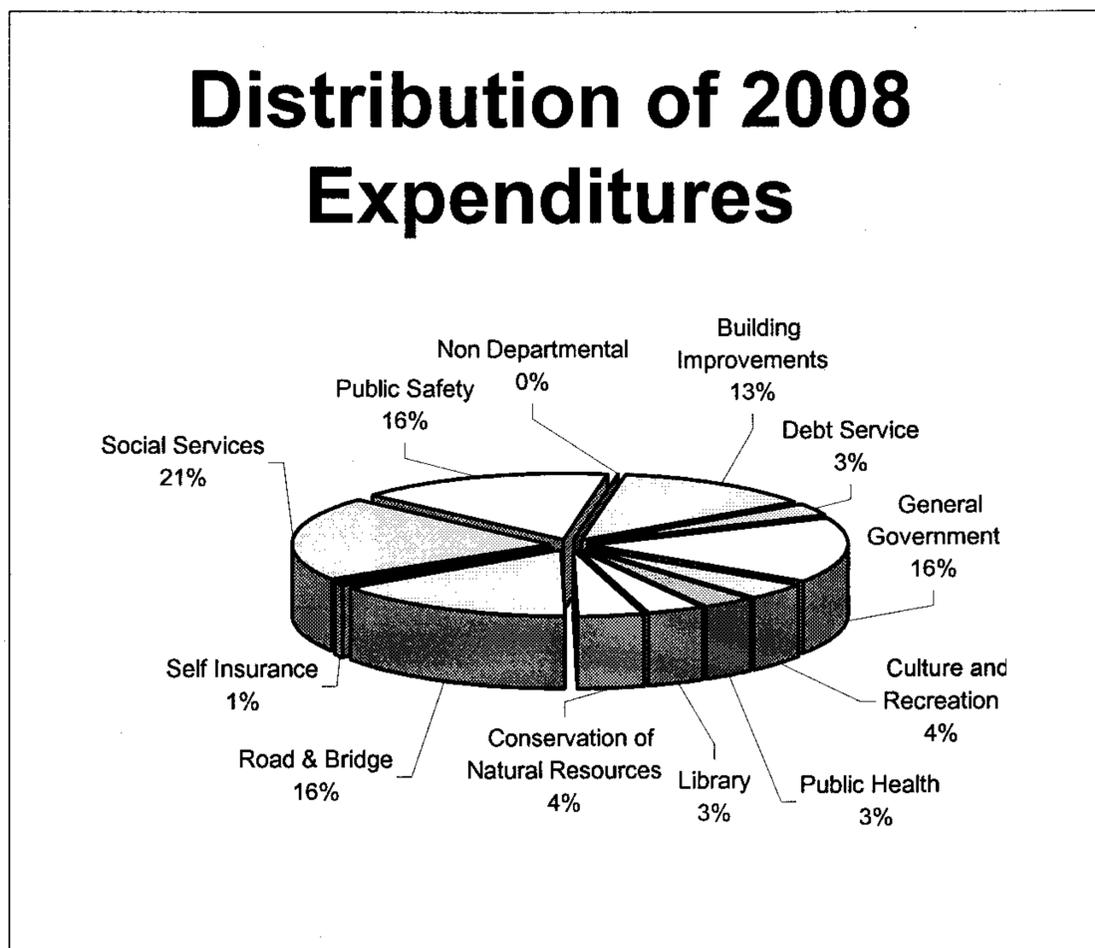


Chart #14:

SOURCES OF 2009 REVENUES

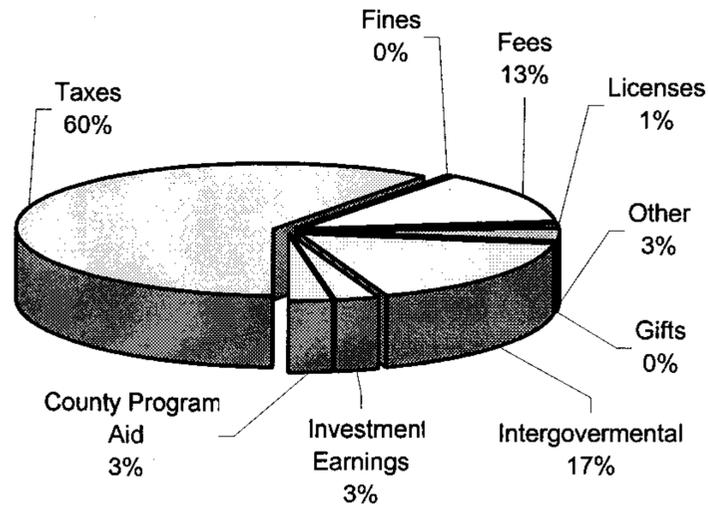
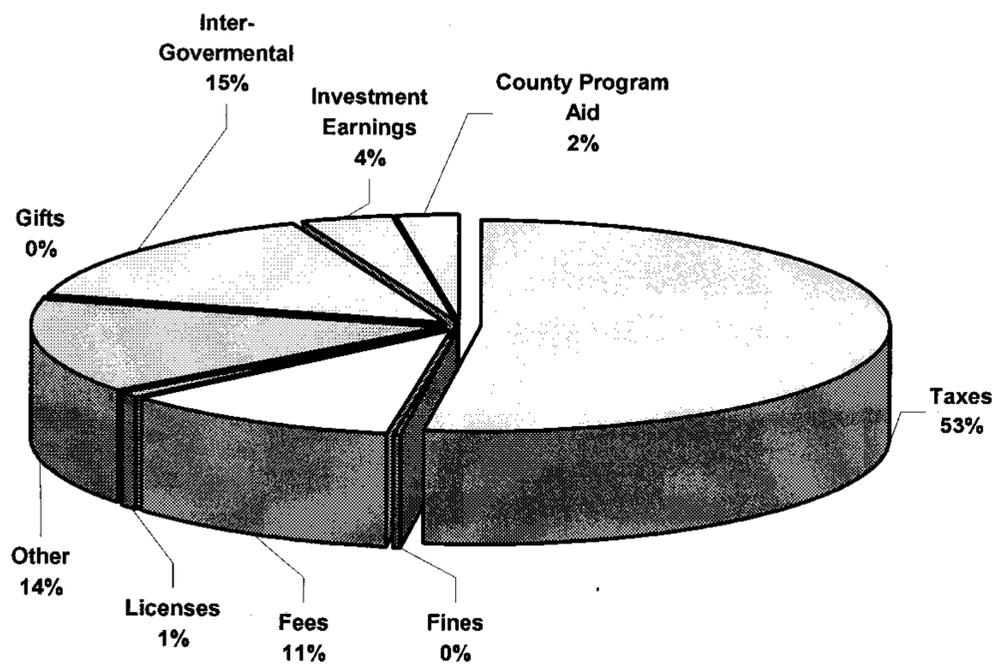


Chart #15:

SOURCES OF 2008 REVENUES



Attachment A:

Staffing Changes for 2009

Department	Requested FTE's	Approved FTE's Changes	Position	Requested Gross (\$)	Requested Net (\$)	Recommended Net (\$)
2009 New Positions						
Administrative Services	(0.10)	(0.10)	P.O.C Support Personnel	\$ (3,475)	\$ (3,475)	\$ (3,475)
Environmental Services	0.50	0.00	Environmentalist I	35,784	35,784	-
Environmental Services	(0.25)	0.00	Environmental Intern/Assistant	(7,420)	(7,420)	-
Facilities Services	1.00	0.00	Custodian	54,792	54,792	-
Information Services	0.20	0.20	Webmaster	12,998	12,998	12,998
Information Services	1.00	1.00	GIS Specialist	71,031	21,309 *	21,309
Public Health	1.00	0.00	Health Planner - Communications	93,346	18,669 **	-
Public Health	1.00	0.00	Health Planner - Environmental	93,346	18,669 **	-
Public Health	1.00	0.00	Jail Nurse Supervisor	92,632	92,632	-
Public Health	(1.00)	0.00	Registered Nurse (Jail Health)	(86,628)	(86,628)	-
Sheriff	1.00	0.00	Detention Deputy	65,814	- *	-
Sheriff	1.00	0.00	Patrol Deputy	74,693	74,693	-
Sheriff	(1.00)	0.00	Part-time Patrol Deputy	(46,479)	(46,479)	-
U of M Ext. Services	0.11	0.00	On-Call Clerical	3,071	2,031 **	-
U of M Ext. Services	0.15	0.15	Food Stand Worker	4,800	- *	-
Historical Society	0.50	0.00	Archivist	40,731	40,731	-
Subtotal	6.11	1.25		\$ 499,036	\$ 228,306	\$ 30,832
Eliminate Vacant Positions						
Veterans Services	n/a	(0.20)	Van Driver	n/a	n/a	(9,002)
Property Records	n/a	(1.00)	Land Title Specialist	n/a	n/a	(56,529)
Property Records	n/a	(1.00)	Land Title Specialist	n/a	n/a	(56,529)
Public Health	n/a	(1.00)	Epidemiologist	n/a	n/a	(96,828)
Public Health	n/a	(1.00)	Public Health Nurse	n/a	n/a	(82,463)
Public Health	n/a	(0.50)	Registered Nurse (Jail Health)	n/a	n/a	(33,373)
Public Works	n/a	(1.00)	Program Engineer	n/a	n/a	(117,943)
Social Services	n/a	(1.00)	Eligibility Specialist	n/a	n/a	(26,818)
Social Services	n/a	(1.00)	Social Worker II	n/a	n/a	(81,859)
Social Services	n/a	(0.50)	Support Services Aide	n/a	n/a	(19,566)
Sheriff	n/a	(1.00)	Deputy	n/a	n/a	(67,000)
U of M Ext. Services	n/a	n/a	4-H Program Coordinator	n/a	n/a	*** (32,500)
Subtotal		(9.20)				\$ (680,410)
Restructuring - Reorganization, Lay-offs & Reductions in Hours						
Facilities Services	n/a	(1.00)	Facilities Services Supervisor	n/a	n/a	(101,815)
Facilities Services	n/a	(1.00)	Custodian	n/a	n/a	(55,273)
Facilities Services	n/a	1.00	Custodian Supervisor	n/a	n/a	71,514
Court Services	n/a	(1.00)	Assistant Probation Officer	n/a	n/a	(55,805)
Court Services	n/a	(0.50)	Corrections Admin. Assistant	n/a	n/a	(21,903)
Information Services	n/a	(1.00)	Support Analyst	n/a	n/a	(83,627)
Social Services	n/a	(1.00)	Collection Officer	n/a	n/a	(66,745)
Social Services	n/a	(0.25)	Therapist	n/a	n/a	(8,469)
Library	n/a	(0.20)	Branch Manager (Chaska)	n/a	n/a	(16,983)
Library	n/a	(0.20)	Branch Manager (Chanhasen)	n/a	n/a	(16,983)
Library	n/a	(0.20)	Volunteer Coordinator	n/a	n/a	(15,648)
Library	n/a	(0.18)	On-Call Library Assistant	n/a	n/a	(5,410)
Library	n/a	(0.12)	On-Call Librarian	n/a	n/a	(3,629)
Library	n/a	(0.25)	Shelver	n/a	n/a	(3,536)
Land Management	n/a	n/a	Planning Technician	n/a	n/a	*** (35,000)
Sheriff	n/a	(1.00)	Evidence Technician	n/a	n/a	(61,029)
Sheriff	n/a	1.00	Evidence / Civil Processing Tech.	n/a	n/a	61,029
Subtotal		(5.90)				\$ (419,312)
Totals	6.11	(13.85)		\$ 499,036	\$ 228,306	\$ (1,068,890)

* These positions receive non-levy funding to offset the net cost as indicated

** These positions have consulting contractual agreements which will offset the gross cost as indicated

*** The 4-H Program Coordinator is not an employee of the County, but the County assists in funding the position. The Planning Technician will remain an employee of the County, but additional funding will be provided by the Community Development Agency (CDA).

Attachment B: 2009 Furniture, Fixtures, and Equipment

FURNITURE, FIXTURES AND EQUIPMENT LISTING BY DEPARTMENT FOR 2009

DEPT.	CIP #	DESCRIPTION	Requested	Recommended	Inc./Dec
Commissioners					
		Equipment: 01-001-000-0000-6660	-	-	-
Dept Total	01-001-000-0000-66XX		-	-	-
County Administration					
		Equipment: 01-030-000-0000-6660	-	-	-
Dept Total	01-030-000-0000-66XX		-	-	-
Administrative Services - Administration					
Dept Total	01-048-XXX-0000-66XX		-	-	-
Administrative Services - Facilities					
110-	PWHQ	Entrance Sign Monument - New Extension&PWHQ	18,000	-	18,000
		Sign Shop Dust Collector	12,500	-	12,500
		Caulk & Inspect PreFabricated Panels - 5 yr report	15,000	-	15,000
LEC		Dispatch Window Well	8,000	-	8,000
		Entrance Mats	5,000	5,000	-
		Bio Metric Scanners for Patrol - Card Reader Repla	45,000	-	45,000
		TUCK/POINT CAULK	7,000	-	7,000
		Furniture - Sheriff's Office - Front Lobby Upgrade	12,500	-	12,500
CHASKA CSS		Lower Level Restroom Remodel	16,000	-	16,000
		Board Conference/Office Remodel	15,000	15,000	-
		Security system upgrades (TASK FORCE)	8,000	8,000	-
		Admin Card Reader Upgrades to Executive Levels	20,000	-	20,000
		Information Desk/Security Install/Flat Panel Info TV	25,000	-	25,000
Admin.North		Carpet Replacement-Admin	15,000	7,000	8,000
		Remodel Assessor Conference_Technology	5,000	-	5,000
		Data Center Electric Redundancy - Transformer/Ge	75,000	75,000	-
		Land&Water/Survey Manager Office Walls	15,000	15,000	-
Admin. West		Air Quality Issues - Vapor Barrier for Crawl Space	45,000	30,000	15,000
		Furniture - Remodeled and New Offices	15,000	15,000	-
		Courtroom & Finance	20,000	20,000	-
		Generator Paint & Noise Abatement	15,000	15,000	-
		Entry Door Replacements - Plans & SS Main	25,000	21,770	3,230
		Admin West FFE-Shipping & Receiving Modificatio	75,000	-	75,000
Courts Bldg		Carpet Replacement-Courtroom #1	10,000	10,000	-
		Woodwork Stain & Maintenance-Courtroom 1 & 2	10,000	-	10,000
		LL Vending-Kitchen-Custodian Equipment-Shelving	50,000	50,000	-
		Sump Monitoring Equipment Replacement	50,000	-	50,000
1st Street		Parking Removal and Replacement Phase I	25,000	-	25,000
		Windows/Wall Replacement Arch. Plans & Phase I	40,000	40,000	-
		Elevator Installation - Entry changes	120,000	60,000	60,000
		Veterans Service Office Remodel	10,000	-	10,000
History Center		Replace Roof/Flashing/Repair	100,000	20,000	80,000
		Emergency Building Repairs-Capital	50,000	50,000	-
		Building Improvements - Capital - Miscellaneous	50,000	50,000	-
Chaska Taxpayer		Signage - Irrigation - Parking Lot Seal Coat	50,000	20,000	30,000
Chanhassen Tax.		Signage - Controls and FFE	20,000	20,000	-
Jail		Paint	10,000	10,000	-
		Flooring	15,000	15,000	-
		Building Improvements 01-110-000-0000-6640	1,122,000	571,770	550,230
Dept Total	01-110-XXX-0000-66XX		1,122,000	571,770	550,230

Administrative Services - Information Services
Manager Capital Initiatives

	Technology	400,000	175,000	225,000
	Fiber	500,000		500,000
	Data and Phone Cabling Needs - County Facilities	250,000	-	250,000
	EOC	50,000	50,000	-
	Software: 01-049-000-0000-6655	1,200,000	225,000	975,000
	Total 01-049-000-0000-66XX	1,200,000	225,000	975,000
Technical Unit				
	County Wide Technology	220,000	176,000	44,000
	Server replacement program			
	Cologne DC Main Switch Replacement			
	VMWare Expansion (virtual server design)			
	Copier/Printer Replacement program			
	Network Closet Switch Upgrades			
	High Availability - Critical Servers (CIS/Exchange)			
	County Wide Internal Wireless			
	Voice Over IP	50,000	25,000	25,000
	Equipment: 01-049-046-0000-6660	270,000	201,000	69,000
	Total 01-049-046-0000-66XX	270,000	426,000	1,044,000
Central Services				
	Work Stations	15,000	15,000	-
	Folder/Sorter/Stuffer	15,000	15,000	-
	Motorized Mail Cart	1,500	-	1,500
	Equipment: 01-049-060-0000-6660	31,500	30,000	1,500
	Total 01-049-060-0000-66XX	31,500	30,000	1,500
Records Management				
	Work Stations	15,000	15,000	-
	Copier/fax/printer	8,000	-	8,000
	Scanners for Imaging program	23,000	23,000	-
	Moveable Storage Shelves	30,000	30,000	-
	Lift for box filing and moving	8,000	8,000	-
	Imaging Records Management Program - Storage	100,000	50,000	50,000
	Equipment: 01-049-061-1000-6660	184,000	126,000	58,000
	Total 01-049-061-1000-66XX	184,000	126,000	58,000
PMO				
	Work Stations	15,000	15,000	-
	Equipment: 01-049-063-2000-6660	15,000	15,000	-
	Total 01-049-063-2000-66XX	15,000	15,000	-
Dept Total	01-049-XXX-XXXX-66XX	1,700,500	597,000	1,103,500

Administrative Services - Library Administration

	Innovative Interface Server	25,000	25,000	-
	Equipment: 14-500-000-0000-6660	25,000	25,000	-
	Total 14-500-XXX-0000-66XX	25,000	25,000	-
Chanhassen				
	Equipment: 14-501-000-0000-6660			
	Total 14-501-XXX-0000-66XX	-	-	-
Chaska				
	Building: 14-502-000-000-6660			
	Total 14-502-XXX-0000-66XX	-	-	-
Waconia				
	Equipment: 14-503-000-0000-6660			
	Total 14-503-XXX-0000-66XX	-	-	-

**Library - Continued
Watertown**

Equipment: 14-504-000-0000-6660	-	-	-
Total 14-504-XXX-0000-66XX	-	-	-

Norwood Young America

Equipment: 14-505-000-0000-6660	-	-	-
Total 14-505-XXX-0000-66XX	-	-	-

Dept Total	14-XXX-XXX-XXXX-66XX	25,000	25,000	-
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Administrative Services - University of Minnesota Extension

Equipment: 01-601-000-0000-6660	-	-	-
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Software: 01-601-000-0000-6655	-	-	-
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Dept Total	01-601-XXX-XXXX-66XX	-	-	-
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Administrative Services - Veterans Services

Purchase three new office work stations to replace, o	4,500	4,500	-
	4,500	4,500	-

Dept Total	01-120-000-0000-66XX	4,500	4,500	-
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Attorney

Equipment: 01-090-000-0000-6660	-	-	-
01-090-XXX-XXXX-66XX	-	-	-

Court Services

Software: 01-252-252-0000-6655	-	-	-
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Equipment: 01-252-252-0000-6600	-	-	-
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Dept Total	01-252-XXX-0000-66XX	-	-	-
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Employee Relations - Personnel Services

Equipment: 01-050-000-0000-6660	-	-	-
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Dept Total	01-050-000-0000-66XX	-	-	-
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Employee Relations - Emergency Management

Software: 01-280-280-0000-6655	-	-	-
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Emergency Response Vehicle	35,000	-	35,000
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Equipment: 01-280-280-0000-6660	35,000	-	35,000
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Dept Total	01-280-280-0000-66XX	35,000	-	35,000
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Finance

		-	-	-
	Equipment: 01-045-000-000-6660	-	-	-
Dept Total	01-045-000-0000-66XX	-	-	-

Land & Water Services - Land Management

		-	-	-
	01-123-160-XXXX-6630	-	-	-

Land & Water Services - Environmental Services

130-01	Env Center Canopy	100,000	100,000	-
130-02	Vehicle Replacement	23,000	23,000	-
	01-123-130-XXXX-6630	123,000	123,000	-

Land & Water Services - Pla

123-01	Bevens Creek Project Fund	20,000	20,000	-
123-02	Burandt Lake Outlet	25,000	25,000	-
123-03	Burandt Lake Rain Gardens	20,000	20,000	-
123-04	Government Center Parking Lot Retrofit	5,000	5,000	-
123-05	Mayer Porous Pavement Project	35,000	35,000	-
123-06	MaEast Creek Ravine Project	15,000	15,000	-
123-07	West Creek Capital Fund	7,500	7,500	-
	01-123-123-XXXX-6630	127,500	127,500	-

Division Total	01-123-XXX-XXXX-66XX	250,500	250,500	-
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Property Records & Taxpayer Services -

Taxpayer Services Administration

	Software: 01-040-040-0000-6655	-	-	-
	Equipment: 01-040-040-0000-6660	-	-	-
	Total 01-040-040-0000-66XX	-	-	-

License Center

	Software: 01-040-055-0000-6655	-	-	-
	Equipment: 01-040-055-0000-6660	-	-	-
	Total 01-040-055-0000-66XX	-	-	-

Elections

	Software: 01-040-055-0000-6655	-	-	-
	Equipment: 01-040-065-0000-6660	-	-	-
	Total 01-040-055-0000-66XX	-	-	-

Dept Total	01-040-000-0000-66XX	-	-	-
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**Property Records & Taxpayer Services -
Property Assessment**

		-	-	-
	Software: -1-047-000-0000-6655	-	-	-
Dept Total	01-047-XXX-XXXX-66XX	-	-	-

**Property Records & Taxpayer Services -
Property Records**

		-	-	-
	Software: 01-100-000-0000-6655	-	-	-
		-	-	-
	Equipment: 01-100-000-0000-6660	-	-	-
Dept Total	01-100-XXX-0000-66XX	-	-	-

Public Health

		-	-	-
		-	-	-
	Equipment: 01-460-460-0000-6660	-	-	-
Dept Total	01-460-000-0000-66XX	-	-	-

Sheriff's Office

Recreational Services

231-01	ATV Utility Vehicle	10,000	-	10,000
231-07	Two snowmobiles	16,000	-	16,000
	Equipment 01-201-231-1653-6660	10,000	-	10,000
	Equipment 01-201-231-1652-6660	16,000	-	16,000
	Total Capital Outlay 01-201-231	26,000	-	26,000

Jail

235-01	Paint (Moved to Facilities Budget)	-	-	-
235-02	Flooring (Moved to Facilities Budget)	-	-	-
	Equipment: 01-201-235-0000-6660	-	-	-
	Total Capital Outlay 01-201-235	-	-	-

Patrol

236-01	Vehicles	344,000	144,000	200,000
	Vehicles: 01-201-236-0000-6670	344,000	144,000	200,000
	Total Capital Outlay 01-201-236	344,000	144,000	200,000

Investigation

		-	-	-
	Equipment: 01-201-239-0000-6655	-	-	-

Crime Lab

239-		-	-	-
	Equipment: 01-201-239-1713-6660	-	-	-
	Total Capital Outlay 01-201-239	-	-	-

911 Communication

240-11	Communications Center Expansion Proj.	186,861	186,861	-
240-12	PSAP UPS Battery Replacement	5,500	5,500	-
240-13	CIS Pictometry Software Interface	9,570	9,570	-
	Equipment: 01-201-240-0000-6660	201,931	201,931	-
	Total Capital Outlay 01-201-240	201,931	201,931	-

Dept Total	01-201-XXX-XXXX-66XX	571,931	345,931	226,000
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**Public Works - Road & Bridge
Administration**

Engineering

Equipment: 03-301-000-0000-6660	-	-	-
	-	-	-
Software: 03-303-000-0000-6655	-	-	-
	-	-	-
Equipment: 03-303-000-0000-6660	-	-	-
	-	-	-
Equipment: 03-303-000-0000-6670	-	-	-
Total Capital Outlay: 03-303	-	-	-

Highway Maintenance

Equipment: 03-304-000-0000-6660	-	-	-
SINGLE AXLE DUMP TRUCK	163,000	163,000	-
NEW BOOM TRUCK	144,000	-	144,000
SEMI TRACTOR	128,000	-	128,000
PICKUP	40,000	-	40,000
Hwy Vehicles: 03-304-000-0000-6670	475,000	163,000	312,000
ROTARY DISC MOWER	9,500	9,500	-
EQUIPMENT TRAILER	7,500	7,500	-
Hwy Eq: 03-304-000-0000-6690	17,000	17,000	-
Total Capital Outlay: 03-304	492,000	180,000	312,000

Maintenance Shop

PAVING SHOP LOTS	30,000	-	30,000
Site & Grounds: 03-305-000-0000-6610	30,000	-	30,000

Equipment Maintenance

Equipment: 03-305-000-0000-6660	-	-	-
Total Capital Outlay 03-305	30,000	-	30,000

Surveyor

Equipment Maint: 03-306-000-0000-6660	-	-	-
Total Capital Outlay 03-306	-	-	-
GPS EQUIPMENT UPGRADE	26,500	-	26,500
Equipment Maint: 03-310-000-0000-6660	26,500	-	26,500
	-	-	-
Equipment Maint: 03-310-000-0000-6660	-	-	-
Total Capital Outlay 03-310	26,500	-	26,500

Dept Total	03-XXX-XXX-XXXX-66XX	548,500	180,000	368,500
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**Public Works - Parks
Administration**

520- Septic System - Campground host	10,000	10,000	-
520- LMP Shade Enhancements	11,000	-	11,000
Site Improvements: 01-520-000-0000-6610	21,000	10,000	11,000
520-	-	-	-
Bldg Improvements: 01-520-000-0000-6640	-	-	-
520- Equipment Trailer	10,000	-	10,000
520- Commercial Mower	45,000	-	45,000
Equipment: 01-520-000-0000-6660	55,000	-	55,000
520-	-	-	-
Vehicles: 01-520-000-0000-6670	-	-	-

Parks - Dakota Trail

526-	-	-	-
Equipment: 01-520-526-0000-6610	-	-	-

Parks - LWP Grant

526-	-	-	-
Equipment: 01-520-526-0000-6610	-	-	-

Dept Total	01-520-XXX-0000-66XX	76,000	10,000	66,000
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Social Services

405		Software for Laser Printer	4,000	4,000	-
405		Pinnacle video Editing Software	400	400	-
		Equipment 11-XXX-XXX-XXXX-6665	4,400	4,400	-
405	405-01	Reception Office Furniture	7,000	-	7,000
454		Workforce Center Compass/OnBase	24,000	24,000	-
480		Modular Furniture - CSP	27,915	-	27,915
		Equipment 11-XXX-XXX-XXXX-6660	58,915	24,000	34,915
448			-	-	-
		Equipment 11-XXX-XXX-XXXX-6670	-	-	-

Dept Total	11-XXX-XXX-XXXX-66XX	63,315	28,400	34,915
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County Totals		4,397,246	2,013,101	2,384,145
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2009 Capital Projects

CAPITAL PROJECTS BY FUND FOR 2009

DEPT.	CIP #	DESCRIPTION	Requested	Recommended	Inc./Dec
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Building Capital Improvements

	820-02	Data & Phone Cabling Needs - County Facilities	200,000	200,000	-
	820-01	Fiber Optics - County Facilities	500,000	-	500,000
		30-XXX-XXX-XXXX-6630	700,000	200,000	500,000
		30-XXX-XXX-XXXX-6601	-	-	-
Fund Total		30-XXX-XXX-XXXX-66XX	700,000	200,000	500,000

Road & Bridge Capital Improvements

Resurfacing/Maintenance

	307-01	Resurfacing/Maintenance	1,600,000	1,500,000	100,000
		32-307-000-0000-6260	1,600,000	1,500,000	100,000

Pre-construction Services

		Professional Services	-	-	-
		32-307-000-0000-6260	-	-	-

Construction

			-	-	-
		32-307-000-0000-6281	-	-	-
Fund Total		32-307-XXX-XXXX-66XX	1,600,000	1,500,000	100,000

Attachment C: Budget Reduction Overview

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
1. Administrative Services	a. Admin Services	Misc. Reductions	\$63,000		Eliminate proposal to broadcast County Board meetings live over intranet (\$29k); cut ACCEL facilitator contract and use in-house staff (\$12,000); drop from 6 issues of Citizen to 4 and renegotiate contract (\$17k); limit construction management and architectural services (\$5k).
	b. Extension	Eliminate 4-H Program Coordinator		\$32,500	The purpose of this position is to manage the 4-H Afterschool Adventures Program. Duties of the coordinator include curriculum development, teaching, resource management, and expanding the program. In addition, the half-time Program Coordinator works with the 4-H Club program. This reduction will affect 3,462 youth contacts which were made in 2008 between the two programs. In 2009, if we need to continue without the half-time 4-H position, our potential youth contacts would be cut in half to approximately 1,500 youth.
	c. Extension	Misc. Reductions	\$21,055		Marketing of Extension which began in 2008 will not be continued (\$11k). The Ag Leadership program will be canceled (\$3k). On call clerical hours reduced - offices may be closed as necessary (\$2k). Summer intern hours cut (\$1k). Various other account reductions such as office supplies and educational materials reduced.
	d. Facilities	Misc. Reductions	\$208,022		No new expansions to software licenses (\$8k); reduce services for lawn maintenance and landscaping (\$10k); various equipment reductions (\$115,500); other various reductions.
	e. Facilities	Eliminate Custodian	\$55,273		This position elimination is related to the restructuring of Facilities (relates to the elimination of the Supervisor of Facility Services and the creation of a Custodial Supervisor.)
	f. Facilities	Eliminate Supervisor of Facility Services		\$101,815	This proposal flattens the hierarchy in Facilities. Initially, there will be some contract dollars expended to afford lead staff member time to get up to speed. This would require relying more on facility maintenance software for work orders and greater use and reliance on automated building controls and software.
	g. Facilities	Create a Custodial Supervisor		-\$71,514	This new position is related to the elimination of the Supervisor of Facility Services and Custodian and provides greater oversight and accountability to custodial staff. This position is a supervisor, but is also a working staff member. Impacts will include reduction of specialty cleaning and flexibility in using custodians for special work along with maintenance crews such as snow removal, shipping and receiving, conference room set-ups, etc.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
1. Admin Svcs (cont.)	g. Historical Society	Grant Reduction		\$5,000	Reduction in Education Assistant hours from 40 to 32 (\$3,110). Historical Society has had a 41% increase in attendance since they increased the Education Assistant's hours to 40. A decrease in hours will reduce number of residents the Historical Society can serve in Carver County. The Education Assistant is also the web master and has made significant upgrades to the website. The extra hours saves money by not having to employ a web master and saves the county time by not having county staff work on our web site. A reduction in hours will also make it harder to fill the position once she leaves with quality personnel. Staff Training Reduction (\$500) - eliminate attendance at American Association of State and Local History. Fundraising expenses (\$500) - reduces advertising, printing tickets, invitations to events. Collections care (\$400) - Reduces ability to purchase items such as shelving and boxes etc. Technology (\$250) - Reduce funds for software upgrades to financial system and membership software.
	h. Historical Society	Grant Reduction	\$14,500		Eliminate a new position request for an Archivist Position.
	i. Information Services	Misc. Reductions	\$209,500		Reduce outsourcing that assists various staff such as data base administrator and webmaster (\$25k); reduce purchases of large items such as servers and copiers (\$44k); reduce non capitalized equipment such as network switches and medium to large printers (\$83k); reduce amount of outside services for repair and maintenance of equipment (\$25k); extend replacement period for PC's monitors, cards, etc which will bring these items outside of warranty period which is approximately a 50% reduction in this budget (\$47k); and other various cuts.
	j. Information Services	Eliminate a Support Specialist		\$83,627	Based on usage statistics, the two remaining Support Specialists will perform the functions adequately although there will be some performance and turn-around time impacts. Plan is to utilize power users to support this effort.
	k. library	Reduction in staffing hours (2 Branch Managers from 40 to 32; volunteer coordinator from 40 to 32; on-call library assistants from 27 to 20 hours per week; on call librarians from 25 to 20 hours per week; library shelvers from 100 to 90 hours per week). Note: This will be a one-year pilot project to determine if this type of across-the-board hourly reduction is effective.		\$62,195	A reduction in Library staff, including management and temporary positions, impacts the ability to maintain public service hours in the community libraries. Almost all library positions, including those in administration, perform public contact duties, if not regularly, on an "as needed" basis. The Library Department has made efficiency improvements through use of technology and training and regular updates in classification descriptions with changes in staff duties to match public demand for library services. Library usage indicators, such as circulation and public computer use statistics, influence our evaluation that a reduction in staff hours of 46 hr/wk plus the prior 14 hr/wk vacancy reduction would require a 15 hour reduction in total library public service hours per week as follows.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
1. Admin Svcs (cont.)	k. Library (cont.)				
		Norwood Young America			
		MON			NOW 12-8
		TUES			10-6
		WED			12-8
		THURS			10-6
		FRI			12-5
		SAT			9-12
		Total Hrs/Wk			40
					(-8)
		Watertown			
		MON			NOW 1-8
		TUES			10-5
		WED			1-8
		THURS			1-5
		FRI			12-5
		SAT			9-1
		Total Hrs/Wk			34
					(-2)
		Chaska			
		MON			NOW 10-8
		TUES			10-8
		WED			10-8
		THURS			10-8
		FRI			10-5
		SAT			10-4
		Total Hrs/Wk			53
					(-1)
		Chanhassen			
		MON			NOW 10-9
		TUES			10-9
		WED			10-9
		THURS			10-9
		FRI			10-5
		SAT			10-5
		SUN			1-5
		Total Hrs/Wk			62
					(-4)
		Waconia			
		MON			NOW 10-8
		Tuesday			10-8
		WED			10-6
		THURS			10-6
		FRI			10-5
		SAT			10-3
		Total Hrs/Wk			48
					(no change proposed)
		TOTALS	2008	2009	
			237 hr/wk	222 hr/wk	
					(-15)

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
1. Admin Svcs (cont.)	l. library	Misc. Reductions	\$207,127		Cut the collection budget by approximately 40% from the initial request (\$184k). Eliminate vacant Library Assistant position at Chaska - 14 hours per week (\$13k). This will be covered by improvements in technology and efficiencies due to remodeling. Reduce conference and training budget (\$10k).
	m. library	Conferences, Professional Training		\$3,145	Professional conference and/or training opportunities will be further reduced
	n. library	Professional Fees for Service		\$5,782	Library automation consultant will not be hired in 2009 to review Integrated Library Software (Innovative Interface) on the current bi-year schedule as part of Technology Plan.
	o. Veteran's	Misc. Reductions	\$12,300		Eliminate virtual veteran's software package and try to obtain grant for this item (\$5,800); reduce tuition reimbursement (\$6k)
	a. CAP	Grant reduction	\$243	\$500	CAP's original request of \$4,050 was reduced by 6% down to \$3,807 as part of the 8.9% levy recommendation. This would reduce their allocation to \$3,307.
2. County Board/ Administration	b. Fair Board	Grant reduction	\$6,600	\$10,000	The Fair Board's original request of \$110,000 was reduced by 6% down to \$103,400 as part of the 8.9% levy recommendation. This would reduce their allocation to \$93,400.
	c. County Board	Misc. Reductions	\$6,500		Reductions to fair rentals (\$2,250); office supplies (\$500); miscellaneous expenses (\$500); conferences and training (\$2,950).
	d. Administration	Misc. Reductions	\$10,500		Reductions to office supplies (\$1k); office equipment (\$500); and conferences and training (\$2k). Legal notices and membership Dues also reduced by \$7k based on trend analysis.
	a. County-Wide	Capital Expenditures	\$2,219,515		Various capital expenditure cuts (see Attachment B for complete list.)
3. County-wide	b. County-Wide	Personnel Attrition	\$700,000		Reduction from original budget set at full staffing levels to account for vacancy and turnover based on trend analysis.
	c. County-Wide	Vacancy Elimination	\$680,410		A number of vacant positions were eliminated based on a needs analysis in addition to other personnel changes described in this document. The detail is shown in Attachment A.
	d. County-Wide	Fiber Optic Line	\$500,000		Enter into a lease purchase agreement for the Fiber Optic project in year 2009 versus adding the costs to the levy.
	a. County Attorney	Expert witnesses	\$3,000		Reduction in contingency for expert witnesses from \$8k to \$5k.
4. County Attorney	b. County Attorney	Misc. Reductions	\$10,000		Reductions to conferences and trainings for all staff (\$6k); various office supply cuts (\$2k); and a reduction in supeona budget (\$2k).

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
4. County Attorney (cont.)	c. Battered Women's Shelter	Grant reduction	\$900	\$1,500	Battered Women's original request of \$15,000 was reduced by 6% down to \$14,100 as part of the 8.9% levy recommendation. This would reduce their allocation to \$12,600.
	d. Sexual Violence Center	Grant reduction	\$900	\$1,500	The Sexual Violence Center's original request of \$15,000 was reduced by 6% down to \$14,100 as part of the 8.9% levy recommendation. This would reduce their allocation to \$12,600.
5. Employee Relations	a. ER & Risk/Emergency Mg	Various cuts	\$76,048		Delay continuity of operations implementation (\$17k); costs of wellness program offset by health insurance savings (\$47k); additional costs for coroner services (-\$8k); reduce advertising budget (\$20k); other misc. cuts.
			\$21,100		Rollover dollars will be used for one-time costs.
			\$80,000		Increase cost recovery revenue based on new cost recovery estimate.
6. Finance	a. Finance b. Finance c. Finance	Software licensing fees. Cost Recovery Investment Income	\$200,000		Increase in income investment based on trend analysis and more aggressive revenue forecasting.
			\$434,057		This item includes a number of revenue increases and expenditure reductions. Revenue increases are generally based on better information resulting in increased projections. Examples include Adult Mental Health/Targeted Case Management (\$22,800) where revenue was previously unbudgeted, but should have been included in the budget request. Various personnel vacancies are also included in this number and are outlined in Attachment A. A variety of expenditure reductions are in this number including the elimination of the Mentor Program (\$11,750); a reduction in the Court Services Purchase of Services based on historical trends (\$50k); and a reduction in Child and Family Purchase of Services due to improvements made through the Signs of Safety program (\$83k).
7. Community Social Services	a. CSS b. CSS	Misc. Reductions CART		\$56,545	In the Division's discussions with Scott County Transit there is a very favorable revenue enhancement potential that is possible with a formal collaboration with Scott County. The Division is working with Scott County on a Joint Powers Agreement for 2009. Scott County currently is able to collect an enhanced ridership rate (ADA Rate) when they transport eligible clients that are within .75 miles of a fixed route, such as Southwest Metro. Since the Met Council has been supportive of this collaboration, we believe that this enhanced rate will also be available to riders in Carver County that meets the ADA criteria. This would eliminate the County tax levy that is currently budgeted for CART in 2009.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
7. CSS (Cont.)	c. CSS	Reduce a .5 FTE Therapist position to .25 FTE		\$8,469	The incumbent in this position requested a reduction from 20 hours per week to 10 hours per week. The Department Manager is recommending that her request be granted. The Division is proposing to delete .25 FTE. This position is a co-located Therapist position working in the Carver Scott Educational Cooperative's Early Childhood program. The position provides therapy to teen parents of newborns which include post partum depression. The staff person is very skilled therapist that has been especially effective with this clientele. The Manager believes that her effectiveness may somewhat mitigate the loss of hours. Children's Mental Health Services are a mandated service. Gross Reduction: \$18,020 Revenue Reduction: \$9,551 Net Tax Levy Reduction: \$8,469
	d. CSS	Delete Senior Companion Program		\$3,665	The Division continued to support the Senior Companion Program, which is operated by Lutheran Social Services after the Volunteer Program was eliminated as part of the 2004 Budget Reductions. The Division pays for mileage and per diems for the Senior Companions. The Senior Companion Program has dwindled to two Senior Companions serving five to six clients. There is one Senior Companion in Waconia and one in Chaska. LSS has approached the Division about re-energizing the program. The Division's continued involvement with this program was an understanding after our Volunteer Program was eliminated. Given the current status of the program the Division is recommending that we discontinue our minimal support of this discretionary program.
	e. CSS	Restructure Chemical Dependency Social Workers		\$20,000	The Division currently has two Social Workers conducting chemical dependency assessments (Rule 25 Assessments) and case managing clients receiving treatment under the Chemical Dependency Treatment Fund. The Division is proposing to reassign .5 FTE to the Adult Mental Health to case manage mental health clients which can be billed to Targeted Case Management. Chemical dependency assessments will be conducted primarily by one full time social worker with back up from the position being split between chemical dependency and adult mental health. Chemical Dependency assessments are a mandated service as is treatment for persons in Tier 1 (public assistance clients). The Division requested an additional Adult Mental Health Case Manager in 2007 which was not granted. The Division believes that there is greater potential for impact on the budget and liability with the mental health clients than the chemical dependency clients. In addition, adult mental health case management is reimbursable and also a mandated service. The \$20,000 is an increase in Adult Mental Health Targeted Case Management revenue.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
7. CSS (Cont.)	f. CSS	Consolidate Budgeting on a number of Variable Purchase of Services Accounts		\$21,214	The Division has analyzed its Purchase of Services Budget. There are six line items in Child and Family and Developmental Disabilities that have extremely variable expenditure patterns over the last four years. When viewed individually by managers and supervisors it is difficult to determine a budget amount and as such will budget in case they have the higher expenditure that happened within the last few years. When looked at collectively, we can mitigate the individual risk and spread it out over the six accounts thereby decreasing county tax levy. The majority are mandated. The risk to the Division is if every account has the high expenditure year, the same year. The total budgeted for these six accounts for 2009 is \$60,000 while the average per year expenditure is \$32,000.
	g. CSS	Semi-Independent Living Services for Developmental Disabled Adults		\$10,000	The Division receives a Semi-Independent Living Services allocation from the state which we are required to match with County Levy at 30%. The County has also provided funds above the match to provide services to more clients. Semi-independent living services support clients to live in their own residences with supportive services. This is a very cost effective service as compared to full care living arrangements such as Intermediate Care Facilities for the Mentally Retarded and corporate adult foster homes. This reduction will limit the growth in this service and maintain the service for the clients currently being served. New clients that would benefit from this service will be limited in accessing the service. Services to Developmentally Disabled Adults are mandated services but we do have the ability to limit this service to the state allocation but are required to case management the client. The Division will not expend the entire budget for this service in 2008 and this action will limit future growth.
	h. CSS	Reduce Personnel Budget for Unpaid Medical Leave		\$3,962	The Division has approximately 180 employees. Some of those employees exhaust their sick leave benefits and pursuant to the Labor Agreement and the Family Medical Leave Act are granted leaves of absences without pay. The Division has calculated the unspent salary and benefits that were budgeted and is proposing to deduct this amount from the budget.
	i. CSS	Detoxification		\$9,400	The Division is proposing to reduce the Detoxification purchase of services budget by \$20,000. Detoxification is a mandated service. While the Division pays for Detoxification, it is law enforcement that actually initiates the service. Intoxicated persons are picked up by law enforcement, our contracted detoxification provider is called by law enforcement, and the provider picks up the person and transports them to their facility in Hastings. The budget for this service has risen substantially over the last 10 years from a budget of \$90,000 to \$250,000.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
7. CSS (Cont.)	j. CSS				Historically, actual spending was usually greater than the budget and in the last two years the Division has significantly increased the budget to try keep up with the expenditure increases. For what ever reason, the growth rate that spiked in 2006 has declined and leveled off. Unlike other purchase of services the Division has very little ability to manage this service since our staff does not authorize the utilization of this service. The Division has also developed a very effective collections system for detoxification which averages 53 cents on the dollar. Gross Reduction: \$20,000 Revenue Reduction: \$10,600 Net Levy Reduction: \$9,400
	k. CSS	Delete 1.0 FTE Collections Officer		\$66,745	The Division is proposing to reduce the number of Collections Officers from two to one. In September of 2005 Employee Relations approved the conversion of a vacant Account Technician to a Collections Officer. Both positions are at Pay Grade 9. The Division hired the second Collections Officer in January of 2006. The Division is proposing to delete the second Collections Officer which has an incumbent occupying the position. The Division will return to the type of collections system that it had prior to 2006. While we did realize increased collections with two officers, the Division believes that we can sustain that level of collections but can not make that guarantee. A Collections Officer collects money that is mandated by the state to collect and county generated fees based on the client's ability to pay.
	l. CSS	Child placement budget reduction	\$100,000		This cut would result in a 15% reduction in the 2009 Court Services managed Child Placement Budget. Negative impacts may be significant if we experience a higher than average number of serious and/or violent juvenile offenders, resulting in increases in Court Ordered long-term child treatment and consequence placements and secure detentions.
	m. CSS	Compass On Base	\$52,500		A portion of this software is included in the 2009 request (\$85,500). This moves the remaining cost of \$52,500 into year 2010.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
8. Court Services	a. Court Services	Assistant Probation Officer (1.0 FTE)		\$55,805	<p>The primary functions of this position include handling an adult administrative caseload (approx. 400 offenders), adult intake and offender screening and risk assessment, community work service coordination and tracking, conditional release services, and drug testing. Elimination of this position will have several implications, as follows: 1) Decreased capacity to monitor pre-trial, court ordered conditions of release from jail, 2) Decreased ability to monitor the placement and follow-up of offenders court-ordered to complete community work service as part of a sentence, and 3) Decreased capacity to monitor the court-ordered probation conditions for hundreds of administrative cases. As a result of this cut, it would be necessary to shift the responsibilities of this caseload to the adult probation officers. Increased caseloads would make it more difficult to supervise the higher-risk offenders who pose a greater risk to the public.</p> <p>This cut may also result in a change in judicial practices. Offenders who have historically been placed on probation may be given sanctions without probation supervision of any kind and no follow-up to ensure offenders are remaining law abiding. Note: Currently, Court Services receives \$17,800 in revenue for this position via the Case Load Reduction Grant from MN Department of Corrections (DOC). If this position is eliminated, Court Services will need to provide the MN DOC with an amended budget request and receive approval to shift these dollars onto other positions that are related to caseload reduction activities.</p>
	b. Court Services	Corrections Administrative Assistant (.5 FTE)		\$21,093	<p>The primary functions of this position include data entry, customer service, phones, and administrative support. Elimination of this position would hamper our ability to enter Court Services Tracking System (CSST) and other types of offender related data in a timely fashion. Our data is shared statewide, as it is pulled out by other data systems through CrimNet. In addition, we would experience a diminished capacity to effectively deal with our customers who report for probation services upon being sentenced and subsequently reporting for probation supervision and drug testing. Similar to the above position, this position provides administrative support to the probation officers and managers. Without this support, there is ultimately a diminished ability to supervise and provide services for the highest risk offenders, therefore increasing risk to the public. Loss of this position will also result in additional challenges in staffing two separate office locations after Court Services is split-up due to the Justice Center remodeling.</p>

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
8. Court Services (Cont.)	c. Court Services	Various operating expense reductions	\$8,500		Drug testing would be potentially reduced, and cognitive-behavioral program options would be further limited. Probation Officers would have reduced field visits with offenders in order to lower expense reimbursements. May adversely impact ability to cover repairs and service to office equipment and essential supervision tools (i.e. PBT's, etc.). Language barriers continue to bring additional service challenges, particularly related to legal terms and conditions for clients and families. Office supply shortages will be a greater challenge after Court Services Department splits into two locations with the current remodel plan.
	d. Court Services	Juvenile Victim Restitution Fund	\$9,000		These reductions assume that additional dollars could be transferred from the prior year's Juvenile Restitution Fund (JRF) reserve amounts in order to continue ongoing victim compensation/restitution payments per Court Order.
9. Land and Water Services	a. Environmental Services	Cease planning and operation of combined Mayer/New Germany recycling facility		\$15,000	This site was made available by the City of Mayer to combine and improve services for Mayer and New Germany. Elimination of these funds will end any County presence in the New Germany site and halt development of the combined Mayer/New Germany site. Area residents would need to use recycling and special waste services at the sites in Watertown, Cologne and NYA. The Cities of Mayer and New Germany were expecting this site to be available for their residents. About \$15,000 has already been invested in site and operational planning. These investments would in large part be negated by this reduction.
	b. Environmental Services	Elimination of Dump Clean-up grants and grants to schools and businesses		\$25,000	The County has made a portion of these funds (\$15,000) available to property owners to help clean illegal solid waste dumps on their property. The ability to offer an incentive has made it easier to get small dumps cleaned up. This does not remove the legal requirement for the property owner to clean up these dumps. With the incentive removed, staff will likely need to spend more time on enforcement actions. The school and business grants of \$10,000 were made to support small projects to initiate or support recycling efforts – for example buying recycling containers to get an organics project started in a school or business. Elimination of these funds may result in fewer recycling opportunities.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
9. L&W (cont.)	c. Land Services/CDA	Share cost of Planning Tech position with CDA		\$35,000	Planning & Water Management has a Planning Tech position that worked on the Comprehensive Plan but is currently vacant. This position is intended to support the initiatives identified in the Comprehensive Plan, particularly Economic Development. The CDA has a planning /coordination position in the Economic Development Department that is currently vacant. The possibility of combining these two positions into a single FTE housed in Planning & Water Management was discussed with CDA management. The CDA is supportive of this approach and will use the funding from their vacant position to pay for 50% of the position at the County. Planning & Water Management and the CDA successfully collaborated to develop Economic Development element and on other elements of the Comprehensive plan so there is a history of the agencies working together.
					The County position will focus on the planning and organizational elements of the economic development effort while CDA will continue its current role of marketing and financial packaging. This approach will make resources available to support economic development efforts and reduce costs in both agencies.
	d. SWCD	Reduction of the grant to the Soil & Water Conservation District		\$25,000	The SWCD Manager and Board are developing the cuts in their budget necessary to reduce the SWCD grant request. More information will be available after their Budget Committee meets and formulates recommendations for the SWCD Board.
	e. SWCD	Cost shift	\$57,581		The majority of these costs were moved to the Water levy. As part of this change, SWCD reduced its request by \$6,318.
	f. SWCD	Misc. Reductions	\$23,000		Mileage reduction (\$8k); vacancy in SWCD (\$10k); reduction in building inspection services (\$4k); reduction in public notice budget (\$1k).
	a. Public Health	Misc. Reductions	\$159,491		A variety of reductions such as the elimination of a software program purchase (\$46k); reduction in employee mileage (\$4k); reduction in rental for outside facilities (\$2k); reduction in office equipment budget (\$10k); reduction in interpreter services (\$4k); reduction in budget for Ready Carver activities (\$6k); reduction in membership and consulting budget (\$11k); and cuts to conferences and training (\$8k).
10. Public Health	b. Public Health	.5 Jail RN vacancy eliminated/filled internally		\$33,374	This FTE is included in our budget to provide correctional health services at the Carver County jail. If the amount is cut from our budget, Public Health plans to continue providing these services for the jail by reassigning .5 of an existing FTE from Disease Prevention and Control Immunization Services and will allocate this time equivalent to the Jail Medical Unit. This reduces Disease Prevention services and immunization counter measures that control disease in our county.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
10. Public Health (cont.)	b. Public Health (cont.)				There will be limited time to provide information and referral resources for individuals calling our division, a reduction of connecting with medical clinics in Carver County on vaccine storage and handling practices, a reduction of case management services for Refugee Health and Peri-natal Hepatitis B clients. The ability to remain current with the frequency of changes of vaccines will be compromised and will rely on monitoring websites and Minnesota Department of Health. Community members will not have prompt answers to their questions around vaccines, immunization schedules, and effects of immunizations possibly resulting in reduced vaccination rates in Carver County.
	c. Public Health	1.0 Public Health Nurse vacancy eliminated		\$82,464	This position works to identify children, ages birth to three, with special health and mental health needs early, so that treatment and positive outcomes are more likely to occur, with less cost to individuals and taxpayers than if treated later. If the position is eliminated there will be fewer qualified staff to respond to parents with questions regarding the growth and development and mental health needs of their young children, and fewer Public Health Nurses able to meet the requirements of the Essential Local Activities, upon which our Local Public Health grant funding and corresponding match obligation are based.
	d. Public Health	Child and Teen Check-up Services		\$19,162	Public Health has been awarded a 2-year contract to provide administrative services for the Child and Teen Checkups program for years 2008 and 2009. The contract has been in existence and has been renewed for 20 or more years. Annually, the division submits a new budget and work plan for the upcoming year's program costs. Public Health expects to receive confirmation of its 2009 contract amount in October or November. The service revenue and the related program costs were not included in the division's 2009 budget request in 6/08. The division has now made the decision to assign most of the outreach activities to internal staff rather than subcontracting for these services. This will shift some of our personnel costs from being levy-funded to non-levy funded. These funds are not otherwise allocated at this time. This move will take away our ability to place these services with an outside consultant or partner agency, which impacts the division's ability to expand the program and services and narrows the scope of what we can do with the available funding. We plan to continue to support internal staff with these funds in the future.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
10. Public Health (cont.)	e. Public Health	Eliminate collaborative support to Carver County Health Partnership	\$74,000	\$65,000	Eliminating the collaborative support provided to the Carver County Health Partnership (CCHP) will impact the community initiatives which this organization has launched, and the partnership may not be able to continue without this support from the county. The Mission of CCHP: To improve the health and well-being of all who live and work in Carver County by building "Communities for a Lifetime". Funding was initially set up to provide infrastructure support so the CCHP could achieve its vision of making Carver Co the healthiest community in the nation. This infrastructure support includes convening and facilitating meetings of community partners, hiring an Executive Director, funding consultants to work in the areas of Youth Development and Community Engagement. At this time 100% of the CCHP's revenue comes from Carver County Public Health, as authorized by the Carver County Board in 2001. They receive no other funding for infrastructure.
11. Property Records & Taxpayer Services	a. Taxpayer Services	Misc. Reductions	\$45,348		Manatron tax payment adjustment (\$34,348); reduction in office supplies, ballots, and telephone charges (\$11,000)
	b. Taxpayer Services	License Center Revenue	\$150,000		Increase in revenue forecast based on trend analysis and more aggressive budgeting.
	c. Assessor	Misc. Reductions	\$17,650		Reduction in gasoline budget (\$5k); CAMA payment adjustment (\$12,650).
	d. Property Records	Misc. Reductions	\$41,750		Complete microfilming in house.
	e. Property Records	Technology fund	\$100,000		Cost shift of technology projects related to the Recorder's Office off the general levy to the Recorder's fund.
12. Public Works	a. Road & Bridge	212 Turn-back Revenue		\$80,000	An agreement between the State and Carver County for the jurisdictional transfer of the TH 212 route between CSAH 11 and the Carver/Hennepin County line (Old 212 through downtown Chaska and the Tri-Y) is currently being drafted. The current intent is to target the actual transfer of jurisdiction for some date between mid-April and the end-of-May, 2009. Terms in this draft document currently include a provision for a lump sum payment of about \$5.5 million to the County for roadway rehabilitation and maintenance repairs. It is expected that the County would request payment of these dollars in June, 2009. Investment of these dollars for the remainder of 2009 is expected to yield about \$80,000. The risk is in not finalizing the agreement as now being discussed. Also, the investment return for the last six months of 2009 is an estimate.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
12. Public Works (cont.)	b. Road & Bridge	Misc. Reductions	\$220,200		Reduces dollars available for joint transportation studies (\$50k). Includes a variety of reductions in various accounts such as electricity and natural gas and a reduction in site and grounds improvements for remote shops (\$30k). Revised estimates of fuel based on downward pricing trends (\$100k). Also includes revenue for snow & ice removal agreement with MnDot not previously included in the budget request (\$37k).
		c. Parks	\$28,700		Eliminates Baylor Park master plan amendment (\$20k). Other miscellaneous items such as elimination of new paddleboat at Baylor Park (\$3k); revised estimates of fuel based on downward pricing trends (\$7k); and reduction in Met Council grants due to corresponding levy reductions (\$3k).
	13. Sheriff	a. Sheriff	Inmate Boarding Revenue	\$400,000	
b. Sheriff			\$77,000		Cuts to materials and supplies (\$71k) and other misc accounts.
c. Sheriff		\$200,000		Reduce overtime by changing policy and practices.	
d. Sheriff		Out of state training		\$14,000	The Sheriff has been appointed to two high profile committees with the National Sheriff's Association (NSA) and has served as an appointed NSA Board of Director. Jail Administration and Communications administrators have attended national conferences and have been actively involved in their respective organizations as well. By eliminating these national training conferences we will have to rely on our local associations for guidance and resources to keep updated on best practices. The Sheriff used the national resources repeatedly to review and recommend changes to the contract law enforcement services we provide. To date, these changes have had a positive effect on the contract system and the community we serve. Jail staff have brought back and implemented policy changes to managing a safe and secure jail.
					Federal legislation gets enacted yearly that has large impacts on local public safety operations, such as the Prison Rape Reform Act, Byrne Grant, COPS grant funding. Carver County has used these national resources to bring money and programs back to our local operations, sometimes to improve our service delivery, other times to implement policy changes that will reduce our liability and risk exposure.
e. Sheriff	Law Enforcement Supplies		\$5,000	We need county levy dollars to maintain our daily operations. Equipment breaks, gets old, and loses its effectiveness. We need to replace training equipment because we are putting 100+ employees through the training periodically and the equipment gets hard use. In our proposal we are eliminating a portion of our non-mandated training thus a reduction in supplies we need to support the training.	

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
13. Sheriff (cont)	f. Sheriff	Patrol Non-Capital Equipment		\$15,000	Because we are reducing our capital outlay for patrol squads we will need less squad equipment to outfit the new patrol units
	g. Sheriff	Range Supplies		\$5,000	We have proposed to reduce our firearms training program thus the need for supplies. The real impact here is the proficiencies of our deputies and the risk we take to have a lawsuit for failure to train or negligence training of our deputies. There is a large body of federal litigation over an agencies firearms and use of force training. We have for years established a strong use of force training program to reduce our exposure in making poor decisions and mistakes when dealing with use of force and firearms situations. We pull our weapons on many situations to cover the potential deadly circumstances that might occur. We train our deputies to recognize dangerous situations and to react with the proper amount of force. Reducing our level of training has the potential to increase our risk exposure.
	h. Sheriff	Dispatch Non-Capital Equipment		\$10,000	We had a schedule of replacing dispatch equipment that in this technology intense environment our 9-1-1 dispatchers rely upon daily. We can no longer take the position that we buy a piece of technology or supporting equipment and it will be supported for years. It just doesn't happen in our business any longer. If we keep delaying these types of purchases the maintenance costs will be unavoidable. Not to take away from the fact the equipment may not have support even if we keep it.
	i. Sheriff	Office wide Non-Mandatory Training		\$17,500	We are proposing to cut significantly into our staff development and training budget. This means our supervisors, administrators, and line staff will have to rely on other county resources and internet resource to get their professional updates and to stay current on industry developments. The impacts here are hiring, retaining and motivating a workforce. It also walks into the discussion of having employees "work harder and smarter" with less training opportunities to learn on how to do this. Truly it is a cut in our level of service to our customers. When we rely on "the way we have always done it" we rely on a broken system of making the same old mistakes. Mistakes in public service or public safety now have the "deep pockets" theory of liability. Creating a custom or practice that involves a person civil rights, privacy rights or work place rights can be very costly to defend.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
14. Sheriff (cont.)	j. Sheriff	Uniforms and Clothing-Posse		\$5,000	The Posse is a volunteer community outreach program that because of a 1995 state auditor's examination needed to be a part of the Sheriff's Office budget. We have tried to support our volunteers with small supplemental tax levy dollars in order to buy uniforms and equipment that maintains them at the equivalent standard of professional appearance and decorum. They represent the County of Carver and the Sheriff when they are requested for mutual aid search and rescue missions, missing person investigations or asked to do public speaking appearances. We will have to rely on more fundraising efforts and charitable donations to keep them at our current level.
	k. Sheriff	Food and Beverage-Jail		\$34,000	Through extraordinary efforts of our jail employees and administration we have been able to negotiate with our jail food contractor for a three year contract where our food costs have stabilized in an unstable market. We are providing meals at a cost we did 5 years ago. Food costs have risen dramatically over the past 2 years. We secured our rate just prior to the increases taking effect. The variable we don't have a solid handle on is the number of "special needs" inmates we have to provide specific food items for, and the number of borders we will need to feed. If we miss our estimate on this account we will have to ask the Commissioners for money to cover our expenses.
	l. Sheriff	Reduce Evidence-Tech and create Evidence/Civil Process Technician		\$25,000	We recently received the resignation of our evidence technician. We have also identified a need for a .5 civil process clerk to do the work a licensed deputy is currently doing. The civil process work is mainly our conceal and carry permit applications. The state legislature provided a funding mechanism for Sheriffs' to recover our cost for administering and maintaining this program. We have designated funds available to cover the .5 civil process clerk and combining these two positions into one. There is a tremendous evidentiary burden on proving the chain of custody for evidence. If we slide in this area due to this change, the cost for the county and the office will be greater than the savings we are going to realize.
	m. Sheriff	Deputy Sheriff		\$67,000	There is generally at least one Deputy position vacant. Eliminating one position will require more immediate need to re-assign tasks to filled positions to cover the variety of work done by the licensed Deputies. This is unfortunate in light of community survey response indicating a concern in this area. It may include reassigning juvenile investigations to adult investigators, moving base patrol personnel to cover courtrooms. It may require other changes between civil and criminal duties as well. It will cause a change in the level of service for our recreational services program in responding to incidents on our trails, parks and lakes.
	n. Sheriff	Dispatch Non-Mandatory Training		\$2,500	See office wide non mandatory training item above. This includes our dispatch personnel in the cut to their professional training and development.

Division	Department	Item	8.9% Levy Cuts	6.9% Levy Cuts	Impact
14. Sheriff (cont.)	o. Sheriff	Dispatch Service Agreements		\$20,000	MNDot has been working on a service agreement for the repair of radio equipment to support the 800 MHz backbone system. The service agreement has yet to be signed so MNDot has not charged Carver County for work they do at the radio sites. We can expect that when this agreement is signed the County Board will have to find the money to cover this agreement. There are no other choices for covering this equipment. It is very expensive equipment that runs the backbone we all need to operate our radio system.
		GRAND TOTAL =	\$7,505,270	\$1,112,948	