

**Carver County Leaders Meeting
October 25, 2016 – 8:00 a.m.
Oak Lake Conference Room**



Carver County Board of Commissioners
October 25, 2016
Work Session
County Board Room
Carver County Government Center
Human Services Building
Chaska, Minnesota

PAGE

WORK SESSION

- 9:00 a.m. **A. CONNECTIONS: Develop strong public partnerships and connect people to services and information**
- 1. GREATER MSP Update 1
 - 2. Update from Minnesota Valley Regional Rail Authority 2
- 10:30 a.m. **B. FINANCES: Improve the County’s financial health and economic profile**
- 1. County Administrator's Recommended 2017 Budget 3-31
 - 2. Financial Services Update 32
- 11:30 a.m. **BOARD REPORTS**

David Hemze
County Administrator

UPCOMING MEETINGS

- November 1, 2016 9:00 a.m. Board Meeting
- November 8, 2016 No Board Meeting
- November 10, 2016 5:00 p.m. Special Meeting DG Minnesota CSG 2, LLC
(Nextera & TruNorth) – Community Solar Garden Request
- November 15, 2016 4:00 p.m. Board Meeting
- November 22, 2016 9:00 a.m. Special Meeting DG Minnesota CSG 2, LLC
(Nextera & TruNorth) – Community Solar Garden
Request/Work Session
- November 29, 2016 No Board Meeting
- December 1, 2016 6:00 p.m. 2017 Budget Public Meeting
- December 6, 2016 AMC Conference-No Board Meeting
- December 13, 2016 9:00 a.m. Board Meeting
- December 20, 2016 4:00 p.m. Board Meeting
- December 27, 2016 No Board Work Session

Carver County Board of Commissioners Request for Board Action



Agenda Item:
GREATER MSP Update

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Connections:

BACKGROUND/JUSTIFICATION:

GREATER MSP is a private non-profit organization dedicated to providing public and private sector leadership, coordination and engagement to grow the economy of the 16-county Minneapolis Saint Paul region. With its economic development partners throughout the region, GREATER MSP is advancing a coordinated regional economic development strategy, a coordinated regional brand to promote the region's assets, and a coordinated regional business retention, expansion, and recruitment program to stimulate capital investment and job creation in the region. The organization is also promoting a regional talent strategy to attract and retain talented workers.

GREATER MSP will provide an update to the County Board including an overview of the economy in the MSP area, GREATER MSP activities in Carver County, and current and future GREATER MSP initiatives. An invitation was also sent to Carver County Leaders to attend the work session.

ACTION REQUESTED:

No formal action required

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 4277

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Update from Minnesota Valley Regional Rail Authority**Primary Originating Division/Dept: Administration (County) Meeting Date: 10/25/2016 Contact: Dave Hemze Title: County Administrator Item Type:
Work Session Amount of Time Requested: 30 minutes Attachments: Yes NoPresenter: Julie Rath Title: Administrator **Strategic Initiative:**Connections: Develop strong public partnerships and connect people to services and information **BACKGROUND/JUSTIFICATION:**

Julie Rath, MVRRA Administrator, will be present to update the Board on their activities.

ACTION REQUESTED:

Information only.

FISCAL IMPACT: None If "Other", specify: **FUNDING**County Dollars = **FTE IMPACT:** None Total \$0.00 Insert additional funding sourceRelated Financial/FTE Comments:
Office use only:

RBA 2016 - 4219

Carver County Board of Commissioners Request for Board Action



Agenda Item:

County Administrator's Recommended 2017 Budget

Primary Originating Division/Dept: <u>Administration (County)</u>	Meeting Date: <u>10/25/2016</u>
Contact: <u>David Frischmon</u> Title: <u>Property & Financial Services ...</u>	Item Type: <u>Work Session</u>
Amount of Time Requested: <u>15</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Hemze, Kerie Anderk...</u> Title: <u>County Administrator, Employ...</u>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The 2017 Budget process formally began at the May 31, 2016 Board Work Session.

During July/August, Division Directors presented their 2017 budget requests at the 2017 Budget Hearings.

At the August 23rd Board Work Session, the County Administrator's Recommended Preliminary 2017 Levy and Budget were presented which did not include a recommendation for 2017 staffing changes due to the ongoing compensation and classification study.

At the Sept. 20th Board Meeting, the County Board adopted the 2017 preliminary property tax levy and budget in accordance with the State Law that requires the County Board to adopt a preliminary tax levy and budget for the following year by September 30th. The final property tax levy, adopted in December, can be lower than the preliminary levy, but cannot be higher.

At the Oct. 20th workshop, the County Administrator's recommended staffing changes in the 2017 Budget Attachment B will be presented. The recommended staffing changes are subject to modification based on final implementation costs for the compensation and classification study. Thus, the recommended staffing changes are in a "soft freeze" which means these positions must receive County Administrator approval before they are posted for hiring.

At the November 15th Board meeting, a 2017 Fee Schedule public hearing will be held followed by the County Board being asked to adopt the 2017 Fee Schedule.

At the November 22nd workshop, the County Administrator's preliminary 2018 Long Term Financial Plan ("LTFP") will be presented.

In December, the County Board will hold a public hearing on Thursday, December 1st, 2016 at 6:00pm and will be asked to adopt the 2017 Final Tax Levy and Budget, along with the 2018 LTFP, on December 20th, 2016.

ACTION REQUESTED:

None - Informational purposes only

FISCAL IMPACT: Other

If "Other", specify:

See comments below

FUNDING

County Dollars =	\$180,995.00
Total	\$180,995.00

FTE IMPACT: Increase budgeted staff

Related Financial/FTE Comments:

The County Administrator's recommended staffing changes in the 2017 Budget is a net increase of 14.56 FTEs. Non-levy funding is proposed to fund 11.79 of these FTEs and the remaining 2.77 FTEs are proposed to be funded by \$180,995 of the 2017 property tax levy. The 2017 preliminary county tax levy of \$51,649,500, which is a 2.8% increase compared to the 2016 county tax levy, will have zero impact on the County's average value home.

Office use only:

RBA 2016 - 4336

2017 Budget: Recommended Net Levy Adjustments for Trends, Increased Fees, etc.

As of 9/9/16

Division/Dept.	Item	Division Director Request	County Administrator's Preliminary Recommendation	Board Approved
County-wide				
Debt Service	Refinancing debt (advance refunding the 08A & 08B bonds)	(100,000)	(100,000)	
Debt Service	Savings in the Debt Service fund (2014A & MPFA Loan)	(592,165)	(592,165)	
Vacancy Savings	Adjustment based on trends	(625,000)	(625,000)	
OPEB	Lower OPEB contribution for pay-as-you-go retiree health insurance	(169,980)	(169,980)	
Self Insurance Fund	Adjustments based on insurance and cost trends	(68,742)	(68,742)	
Grant Revenue	Unbudgeted grant revenue	(30,000)	(30,000)	
Investment Income	Unfavorable trends	100,000	100,000	
Subtotal		(1,485,887)	(1,485,887)	
Divison Requests/Adjustments				
Court Services	Ongoing data plan expenses for 8 additional IPADs (Paperless Project)	4,800	4,800	
Court Services	Ongoing yearly Court Services Tracking System (CSTS) enhancement costs	5,000	5,000	
Court Services	REAM Grant, exp side	10,000	10,000	
Employee Relations	Reallocated Gallagher and Health Partner Benefits- Wellness- Biometrics and Wellvation	60,000	60,000	
Employee Relations	Past trends and trends outside of the organization related to professional services costs	50,000	50,000	
Historical Society, SWCD, Extension	SWCD & Historical Society-allocation increase, Extension MOA increase	19,165	19,165	
Property & Financial Services-Finance	Indirect Federal Funding increase	(50,000)	(50,000)	
Public Services/Facilities	Increase in costs to repair and maintain county buildings serving additional staff members.	25,000	25,000	
Public Services/IT	Ongoing rising costs to provide licensing, hardware, and mobility to new hires and changing work environments.	25,000	25,000	
Public Services/IT	GIS ESRI licensing increase	15,000	15,000	
Public Services/IT	Renegotiate Microsoft Enterprise Licensing. Expect additional costs.	15,000	15,000	
Public Services/Library	Carver Library's eBooks comprise 4.4% of the collection budget -- 8% below that of every other metro library system.	32,500	32,500	
Sheriff	Contract increase for Aramark (4%)	10,000	10,000	
Sheriff	Contract increase for MENd (2%)	4,000	4,000	
Sheriff	Training increase for EVOC, 1st AID, SPSC in rotation	25,000	25,000	
Sheriff	Contracted Transports	4,000	4,000	
Requests after 6/11				
Court Administration	Increase budget for court appointed attorneys- caseloads have increased significantly with the new CHIPS laws	30,000	30,000	
County Administration	Membership due increases: based on AMC, MICA, and MESP projections	2,000	2,000	
Public Works	GIS ESRI Roads & Highway	14,000	14,000	
Requests after 7/11 & 7/12 Budget Packet was sent				
Health & Human Services	Purchase of Services- cost increases: Foster Care and Shelter	105,000	105,000	
Sheriff	Medical Examiner- contract increase, and a decrease in donation revenue that the Sheriff's office is no longer receiving	3,546	3,546	
Public Services/IT	Board Agenda replacement software	17,000	17,000	
Property & Financial Services-Finance	Contracted payroll temp services	21,197	21,197	
Subtotal		447,208	447,208	
GRAND TOTAL =		(1,038,679)	(1,038,679)	\$ -

Attachment B: Recommended Staffing Changes

Division/Department	Division Requested FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	Administrator Recommended Net Levy (\$)
Requested for 2017:									
Attorney	1.00	No Levy	1.00	Victim Witness Coordinator	92,383		92,383	-	-
Attorney	1.00	100% Levy	-	Assistant County Attorney I	98,642			98,642	
Court Services/ Probation	(0.50)	100% Levy	(0.50)	Collections/Payment Assistant	(25,331)			(25,331)	(25,331)
Court Services/ Probation	(0.20)	Partial Levy	(0.20)	Court Services Agent II	(14,878)			(14,878)	(14,878)
Court Services/ Probation	0.20	Partial Levy	0.20	Court Services Agent III	19,410		4,532	14,878	14,878
Employee Relations	1.00	100% Levy	-	Deputy Director of ER/Labor Relations Manager	128,831			128,831	
HHS - Admin Support	1.00	Partial Levy	1.00	Accountant Technician	75,483	18,871	55,594	1,018	1,018
HHS - Behavioral Health	0.12	No Levy	0.12	Case Management Associate II	8,514		8,514	-	-
HHS - Behavioral Health	0.50	No Levy	0.50	Advanced Practice Nurse	72,000	112,000		(40,000)	(40,000)
HHS - Behavioral Health	1.00	No Levy	1.00	Social Worker II	92,383	7,391	84,992	-	-
HHS - Child and Family	1.00	Partial Levy	1.00	Child/Family Unit Supvr.	114,531	9,162	105,369	-	-
HHS - Income Support	1.00	Partial Levy	1.00	Eligibility Representative I	77,963	38,981		38,982	38,982
Prop & Financial Svcs-Assessment	1.00	No Levy	1.00	Senior Appraiser - Commercial	98,809		98,809	-	-
Prop & Financial Svcs-Finance	(1.00)	100% Levy	(1.00)	Accounting Technician	(75,483)			(75,483)	(75,483)
Prop & Financial Svcs-Finance	1.00	100% Levy	1.00	Accountant	92,383			92,383	92,383
Prop & Financial Svcs-TSD	1.00	No Levy	1.00	Licensing Specialist	63,617		63,617	-	-
Prop & Financial Svcs-TSD	1.00	100% Levy	-	Project Specialist	72,283			72,283	
Public Services - Environmental Svcs	1.00	No Levy	1.00	Recycling Drop Off Operator (2 positions)	45,594		45,594	-	-
Public Services - Information Technology	1.00	100% Levy	1.00	Software Solutions Engineer	119,851			119,851	119,851
Public Services - Information Technology	1.00	Partial Levy	1.00	Lead Support Analyst	85,071		77,654	7,417	7,417
Public Services - Library	0.25	100% Levy	0.25	Associate Librarian (2 positions)	12,985			12,985	12,985
Public Services - Library	0.63	100% Levy	0.63	Library Shelves (2 positions)	23,424			23,424	23,424
Public Services - Library	0.13	100% Levy	0.13	STOC Librarian (STOC Professional Level Personnel)	7,304			7,304	7,304
Public Services - Library	0.13	100% Levy	0.13	STOC Library Assistant (STOC Support Personnel)	4,314			4,314	4,314
Public Services - Library	1.00	100% Levy	1.00	Library Assistant	65,319			65,319	65,319
Public Services - Library	1.00	100% Levy	1.00	Librarian	89,246			89,246	89,246
Public Services - Library	(1.00)	100% Levy	(1.00)	Assistant Branch Manager	(110,782)			(110,782)	(110,782)
Public Services - Library	(1.00)	100% Levy	(1.00)	Library Assistant (2 positions)	(48,354)			(48,354)	(48,354)
Public Services - Library	0.20	100% Levy	-	Volunteer Coordinator	17,367			17,367	
Public Services - Pub Svcs Admin	1.00	100% Levy	-	Innovation Officer	114,531			114,531	
Public Works - Administration	1.00	No Levy	1.00	Administrative Assistant	66,694		66,694	-	-
Public Works - Program Delivery	(0.33)	100% Levy	(0.33)	GIS Assistant (STOC)	(9,863)			(9,863)	(9,863)
Public Works - Program Delivery	1.00	No Levy	1.00	Transportation Planner	98,809		98,809	-	-
Public Works - Parks	0.62	Partial Levy	0.62	PT Seasonal	16,620	1,973		14,647	14,647
Public Works - Operations	0.70	No Levy	0.70	STOC - Hwy Maintenance Worker	22,032		22,032	-	-
Sheriff	0.31	100% Levy	0.31	Community Service Officer- base	13,918			13,918	13,918
SubTotal:	18.76		14.56		\$ 1,625,620	\$ 188,378	\$ 824,593	\$ 612,649	\$ 180,995

Approved during 2016:** Savings will carryover into 2017

Included in the 2017 Salary and Benefit Projection (after Adopted 2016 Budget)	FTE's		Date of RBA	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	
HHS - Administration	0.40	No Levy	10/6/2015	Support Services Aide	12,288	12,288		-	6
Public Services - Planning/Water Mgmt.	1.00	No Levy	10/6/2015	AIS Program Coordinator	70,540	70,540		-	

Prop & Financial Svcs-TSD	1.00	No Levy	12/1/2015	Land Administration Supervisor	82,200		82,200	-	
Prop & Financial Svcs-TSD	1.00	No Levy	12/1/2015	Customer Service Technician	70,900		70,900	-	
Prop & Financial Svcs-TSD	(1.00)	No Levy	12/1/2015	Customer Service Specialist	(48,100)		(48,100)	-	
Prop & Financial Svcs-TSD	(1.00)	No Levy	12/1/2015	Customer Service Specialist	(48,100)		(48,100)	-	
Prop & Financial Svcs-Property Records	1.00	No Levy	12/1/2015	Senior Land Title Specialist	62,250		62,250	-	
Prop & Financial Svcs-Property Records	1.00	No Levy	12/1/2015	Senior Land Title Specialist	62,250		62,250	-	
Prop & Financial Svcs-Property Records	(1.00)	No Levy	12/1/2015	Land Title Specialist	(59,750)		(59,750)	-	
Prop & Financial Svcs-Property Records	(1.00)	No Levy	12/1/2015	Land Title Specialist	(59,750)		(59,750)	-	
HHS - Behavioral Health	1.00	No Levy	2/2/2016	MH Crisis Program Supervisor	106,500	106,500		-	
HHS - Behavioral Health	(1.00)	No Levy	2/2/2016	Crisis Therapist	(90,000)	(90,000)		-	
HHS - Behavioral Health	(0.90)	No Levy	2/2/2016	Crisis Therapist	(81,000)	(81,000)		-	
HHS - Behavioral Health	0.90	No Levy	2/2/2016	Social Worker II	67,500	67,500		-	
HHS - Behavioral Health	1.00	No Levy	2/2/2016	Case Aide	49,400	4,400	45,000	-	
HHS - Behavioral Health	1.00	No Levy	2/2/2016	Social Worker II	75,000	6,000	69,000	-	
HHS- Child & Family	1.00	No Levy	2/2/2016	Social Worker III	88,500	88,500		-	
HHS - Child & Family	(1.00)	No Levy	2/2/2016	Social Worker II	(75,000)	(75,000)		-	
HHS- Child & Family	0.40	No Levy	2/2/2016	Social Worker II	30,000	2,400	27,600	-	
HHS - Child & Family	1.00	No Levy	2/2/2016	Case Aide	55,000	4,400	50,600	-	
HHS - Home & Comm Based Care	1.00	No Levy	2/2/2016	HCBC Supervisor	105,000	8,400	96,600	-	
HHS - Home & Comm Based Care	4.00	No Levy	2/2/2016	Social Worker II	300,000	-	300,000	-	
HHS - Home & Comm Based Care	1.00	No Levy	2/2/2016	Program Assistant	55,000	25,000	30,000	-	
NOT Included in the 2017 Salary and Benefit Projection (RBAs between 4/1 and 9/20/16)									
Attorney	0.15	100% Levy	8/16/2016	STOC On-call	4,900			4,900	
Public Services - Veteran Services	0.40	100% Levy	6/7/2016	Veteran Services Driver	23,098			23,098	
Public Services - Veteran Services	(0.40)	100% Levy	6/7/2016	Veteran Services Driver	(23,098)			(23,098)	
Public Services- Information Technology	(0.15)	100% Levy	8/16/2016	STOC On-call	(4,900)			(4,900)	
Public Services- Library	0.06	No Levy	8/16/2016	Librarian	4,512		4,512	-	
Employee Relations	1.00	100% Levy	6/21/2016	Employee Relations Business Partner	102,715			102,715	
Prop & Financial Svcs - TSD	1.00	No Levy	6/21/2016	Licensing Specialist	63,605		63,605	-	
Public Works - Administration	(1.00)	No Levy	6/7/2016	Administrative Asst	(65,329)		(65,329)	-	
Public Works - Program Delivery	1.00	No Levy	6/7/2016	GIS Technician	74,442		74,442	-	
Public Works - Program Delivery	(1.00)	No Levy	4/5/2016	Sr Engineering Technician	(86,529)		(86,529)	-	
Public Works - Program Delivery	1.00	No Levy	4/5/2016	Engineering Technician	76,115		76,115	-	
HHS - Behavioral Health	(1.00)	No Levy	6/21/2016	Health Care Navigator	(76,326)		(76,326)	-	
HHS - Behavioral Health	1.00	No Levy	6/21/2016	Social Worker II	76,326		76,326	-	
HHS - Behavioral Health	(1.00)	No Levy	6/21/2016	Social Worker II	(88,657)		(88,657)	-	
HHS - Behavioral Health	1.00	No Levy	6/21/2016	Registered Nurse/Case Manager	88,657		88,657	-	
HHS - Behavioral Health	1.00	No Levy	6/21/2016	Social Worker II - Housing	75,000	75,000		-	
HHS - Behavioral Health	(0.80)	No Levy	9/6/2016	Crisis Therapist	(89,847)		(89,847)	-	
HHS - Behavioral Health	0.90	No Levy	9/6/2016	Crisis Therapist	99,711		99,711	-	
HHS - Behavioral Health	(0.90)	No Levy	9/6/2016	Crisis Therapist	(99,711)		(99,711)	-	
HHS - Behavioral Health	0.80	No Levy	9/6/2016	Crisis Therapist	89,847		89,847	-	
HHS - Behavioral Health	(1.00)	No Levy	9/20/2016	Health Care Navigator	(90,746)		(90,746)	-	
HHS - Behavioral Health	1.00	No Levy	9/20/2016	Social Worker II	90,746		90,746	-	
HHS - Behavioral Health	1.80	No Levy	9/20/2016	Crisis Therapist	201,920		201,920	-	
HHS- Child & Family	2.00	No Levy	4/19/2016	Social Worker II	164,714	164,714		-	
HHS - Income Support	2.00	No Levy	4/19/2016	Eligibility Representative I	139,276	83,178	56,098	-	
Public Works - Administration	1.00	Partial Levy	9/20/2016	Financial Technician	84,287		3,199	81,088	
Public Works - Administration	(1.00)	100% Levy	9/20/2016	Account Clerk	(81,088)			(81,088)	
Sheriff***	(1.80)	100% Levy	8/16/2016	Jail Health Nurse	(175,280)			(175,280)	
Sheriff***			8/16/2016	Contracted Services	175,280			175,280	
SubTotal:	17.86				\$ 1,584,268.00	\$ 472,820.00	\$ 1,008,733.00	\$ 102,715.00	\$ -
Total:	36.62		14.56		\$ 3,209,888	\$ 661,198	\$ 1,833,326	\$ 715,364	\$ 180,995

Attachment C: Capital Projects by Fund for 2017
as of 8/18/2016

DEPT.	CIP #	DESCRIPTION	2016	2017	2017	Inc./Dec
			Board Approved	Requested	County Administrator's Preliminary Recommendation	
Parks & Trails Capital Improvements						
528-519		Pavement Mgmt, Lk. Minnewashta, Parking lots and trails (Parks and Trails)		119,000	119,000	119,000
525-518		MN River Bluffs RT Co. Rd 61 to Bluff Creek Drive (Federal TAP)		282,630	282,630	282,630
525-518		MN River Bluffs RT Co. Rd 61 to Bluff Creek Drive (Parks and Trails)		180,000	180,000	180,000
		Extension of MN River Bluffs Regional Trail (CCRRA)	70,000	-	-	(70,000)
		Repurposing Houses, Plans & Construction for Group Use Area & Trailhead(CPA)	79,904	79,904	79,904	-
		34-520-XXX-XXXX-6610	149,904	661,534	661,534	511,630
Fund 34 Total	34-XXX-XXX-XXXX-66XX		149,904	661,534	661,534	511,630
Levy Dollars - Fund #34			-	-	-	-
Building and Other Capital Improvements						
		Master Space Plan Projects (CPA)	19,904	-	-	(19,904)
		Contribution to Agricultural Society 2013/2014 Building Projects (CPA)	60,000	60,000	60,000	-
		Building Security Improvement Plan- (CPA)	-	19,904	19,904	19,904
		30-XXX-XXX-XXXX-6630	79,904	79,904	79,904	-
Fund #30 Total	30-XXX-XXX-XXXX-66XX		79,904	79,904	79,904	-
Levy Dollars - Fund #30			-	-	-	-
Regional Rail Authority Right-of Way Capital Improvements						
		Contribution to County for FTE (levy)	41,000	41,000	41,000	-
		Extension of MN River Bluffs Regional Trail (levy)-to fund 34	70,000	-	-	(70,000)
		Ditch Drainage, Culvert Cleaning, Tree Removal	33,000	99,000	99,000	66,000
		15-XXX-XXX-XXXX-66XX	144,000	140,000	140,000	(4,000)
Fund #15 Total	15-XXX-XXX-XXXX-66XX		144,000	140,000	140,000	(4,000)
Levy Dollars - Fund #15			140,000	140,000	140,000	-

Road & Bridge Capital Improvements

Transfers

CSAH Regular funds transfer to Fund 03	143,000	320,000	320,000	177,000
Wheelage tax funds transfer to Fund 35	315,000	315,000	315,000	-
03-304 & 35-814	458,000	635,000	635,000	177,000

Professional Services

307-8712 CSAH 61 Turnback Improvements (Mun / State Participation)		1,859,400	1,859,400	1,859,400
307-8637 CSAH 18 Reconstruction (State Aid)	311,000	-	-	(311,000)
307-8637 CSAH 18 Reconstruction (Mun / State Participation)	206,000	-	-	(206,000)
307-8692 CSAH 14 Marsh Lake Road (State Aid)		546,000	546,000	546,000
307-8692 CSAH 14 Marsh Lake Road (Mun / State Participation)		234,000	234,000	234,000
307-8765 NON-CIP CSAH 10/51 Ring Road (Mun / State Participation)	128,000	406,750	406,750	278,750
307-8782 CSAH 33 / CSAH 34 Roundabout (State Aid)		200,000	200,000	200,000
32-307-000-0000-6680	645,000	3,246,150	3,246,150	2,601,150
307-8014 Shoulder Widening (Levy)	400,000	-	-	(400,000)
307-8014 Shoulder Widening (Wheelage tax)	495,000	-	-	(495,000)
307-8014 Shoulder Widening (State Aid)	561,000	-	-	(561,000)
307-8015 Safety Set Aside (County Levy)	175,000	175,000	175,000	-
307-8016 Traffic Marking / Signs / Signals (County Levy)	315,000	315,000	315,000	-
307-8016 Traffic Marking / Signs / Signals (CPA)	110,000	-	-	-
307-8712 CSAH 61 Turnback Improvements (Mun / State Participation)		10,320,000	10,320,000	10,320,000
307-8737 CR 140 Bridge #L2795 (CPA)		159,808	159,808	159,808
307-8737 CR 140 Bridge #L2795 (Bridge Bonding)		402,000	402,000	402,000
307-8738 CR 140 Bridge #10504 (Bridge Bonding)		462,332	462,332	462,332
307-8739 CR 140 Bridge #L2797 (Bridge Bonding)		200,000	200,000	200,000
307-8740 CSAH 51 Bridge over Carver Creek (State Aid)		450,215	450,215	450,215
307-8740 CSAH 51 Bridge over Carver Creek (Bridge Bonding)		127,000	127,000	127,000
307-8743 CSAH 23 Bridge #10507 (Bridge Bond)	112,000	-	-	(112,000)
307-8745 CSAH 33 Bridge #10515 (CPA)	32,084	-	-	(32,084)
307-8765 NON-CIP CSAH 10-51 Ring Road (State Aid)		1,942,039	1,942,039	1,942,039
307-8765 NON-CIP CSAH 10-51 Ring Road (Mun / State Participation)	640,000	4,067,500	4,067,500	3,427,500
307-8780 CSAH 11 MN River Bridge (State Aid Regular)	225,000	-	-	(225,000)
307-8784 CSAH 61 Reconstruction (Mun / State Participation)	1,740,000	-	-	(1,740,000)
307-8784 CSAH 61 Reconstruction (CPA)	17,724	-	-	(17,724)
307-8785 84th Street B#10508 over Buffalo Creek (Bridge Bonding)		571,000	571,000	571,000
307-8790 SCAH 32 Shoulder Widening (State Aid Regular)		1,400,800	1,400,800	1,400,800
307-8795 CSAH 20 Bridge #93035 (Bridge Bonding)		-	-	-
32-307-000-0000-6681	4,822,808	20,592,694	20,592,694	15,879,886

Right of Way

307-8637 CSAH 18 Reconstruction (TH41 to Galpin) (State Aid Regular)	181,350	1,007,500	1,007,500	826,150
307-8637 CSAH 18 Reconstruction (TH41 to Galpin) (Municipal/ State)	268,650	1,492,500	1,492,500	1,223,850
307-8692 CSAH 14 Marsh Lake Road (State Aid)		650,000	650,000	650,000
307-8692 CSAH 14 Marsh Lake Road (Mun / State Participation)		650,000	650,000	650,000
307-8739 CR 140 Bridge #L2797 (State Aid)		15,000	15,000	15,000
307-8740 CSAH 51 Bridge over Carver Creek (State Aid)		25,000	25,000	25,000
307-8765 NON-CIP CSAH 10-51 Ring Road (Mun / State Participation)	520,500	-	-	(520,500)
307-8782 CSAH 33 / CSAH 34 Roundabout (State Aid)		100,000	100,000	100,000
32-307-000-0000-6685	970,500	3,940,000	3,940,000	2,969,500

Resurfacing/Maintenance

307-8000 Resurfacing/Maintenance (County Levy)	900,000	1,400,000	1,400,000	500,000
307-8000 Resurfacing/Maintenance (Wheelage)	-	545,229	545,229	545,229
307-8000 Resurfacing/Maintenance (State Aid)	2,482,500	358,855	358,855	(2,123,645)
32-307-000-0000-6684	3,382,500	2,304,084	2,304,084	(1,078,416)

Fund #32 Total	32-307-XXX-XXXX-66XX	10,278,808	30,717,928	30,717,928	20,549,120
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Road & Bridge Levy Dollars - Fund #32	1,790,000	1,890,000	1,890,000	100,000
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Attachment D: 2017 Facilities, Vehicles and Equipment

as of 8/18/2016

DEPT.	CIP #	DESCRIPTION	2016	2017	2017	Inc./Dec
			Board Approved	Requested	County Administrator's Preliminary Recommendation	
Public Services - Facilities						
Building Improvements - 6640						
	01-110	Facilities - Manager Initiatives	335,000	330,000	330,000	(5,000)
Dept. Total		01-110-XXX-2001-66XX	335,000	330,000	330,000	(5,000)
Public Services - Information Technology						
Manager Capital Initiatives						
		Technology - Manager Initiatives	320,000	330,000	330,000	10,000
		Software: 01-049-046-0000-6660	320,000	330,000	330,000	10,000
Computer Services						
		Endpoint Network Security Protection	-	20,000	20,000	20,000
		Software: 01-049-000-0000-6655	-	20,000	20,000	20,000
Client Services						
		Scanner Replacement	12,000	20,000	20,000	8,000
		Equipment: 01-049-060-0000-6660	12,000	20,000	20,000	8,000
CarverLink						
		CarverLink build out	20,000	20,000	20,000	-
		CarverLink equipment replacement	30,000	30,000	30,000	-
		Equipment: 01-049-061-1000-6660	50,000	50,000	50,000	-
Dept. Total		01-049-XXX-XXXX-66XX	382,000	420,000	420,000	38,000
Public Services - Library						
Administration						
		Furniture replacement	10,000	10,000	10,000	-
		Self checkout replacement	20,000	-	-	(20,000)
		Equipment: 01-014-500-0000-6660	30,000	10,000	10,000	(20,000)
Dept. Total		01-014-XXX-XXXX-66XX	30,000	10,000	10,000	(20,000)
Public Services - Planning & Water						
WMO						
		Carver County Water Mgmt. Organization Project Fund*	135,000	150,000	150,000	15,000
		16-XXX-XXX-XXXX-6630	135,000	150,000	150,000	15,000
Dept. Total		16-XXX-XXX-XXXX-66XX	135,000	150,000	150,000	15,000

Sheriff's Office

Jail

Washing Machines	25,000	-	-	(25,000)
Equipment: 01-201-235-0000-6660	25,000	-	-	(25,000)
Total Capital Outlay 01-201-235	25,000	-	-	(25,000)

Support Services

Investigations: Forensic Computer	-	10,000	10,000	10,000
Snowmobile Purchase	-	20,000	20,000	20,000
Conference room/ office renovation	24,000	-	-	(24,000)
Vehicles: 01-201-231-000-XXXX	24,000	30,000	30,000	6,000
Total Capital Outlay 01-201-231	24,000	30,000	30,000	6,000

Patrol

236-01 Vehicles	247,500	262,400	262,400	14,900
Vehicles: 01-201-236-0000-6670	247,500	262,400	262,400	14,900
Total Capital Outlay 01-201-236	247,500	262,400	262,400	14,900

Communication

240- MDC Replacement and Mobile Radio Replacement	50,000	50,000	50,000	-
Portable Radio Replacement Planning	-	35,000	35,000	35,000
Equipment: 01-201-240-0000-6660	50,000	85,000	85,000	35,000
Total Capital Outlay 01-201-240	50,000	85,000	85,000	35,000

Division Total	01-201-XXX-XXXX-66XX	346,500	377,400	377,400	30,900
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Public Works

Highway Operations

Public Works Equipment	265,000			(265,000)	
Tandem		240,000	240,000	240,000	
Hyster RT Packer		50,000	50,000	50,000	
Stepp Patcher		50,000	50,000	50,000	
Laminator		15,000	15,000	15,000	
Pickup		50,000	50,000	50,000	
Boat		60,000	60,000	60,000	
Public Works Equipment (CSAH)	150,000			(150,000)	
Equipment: 03-304-000-0000-6660	415,000	465,000	465,000	50,000	
Dept. Total	03-XXX-XXX-XXXX-66XX	415,000	465,000	465,000	50,000

Park Administration

Park Maintenance Projects (paid by increase in park permit fees*)	26,000	26,000	26,000	-
Site Improvements: 01-520-000-0000-6610	26,000	26,000	26,000	-

Dept. Total	01-520-XXX-0000-6610	26,000	26,000	26,000	-
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Health & Human Services

Software Purchase	10,000	-	-	(10,000)
Software 11-405-600-XXXX-6655	10,000	-	-	(10,000)
Home & Community Based Care Dept. Electronic Document Management Software (non-levy)	50,000	211,284	211,284	161,284
Software 11-405-700-XXXX-6655	50,000	211,284	211,284	161,284
Replacement Client Transport Vehicles (1 @ \$30,000)	30,000	30,000	30,000	-
Vehicles 11-405-700-XXXX-6670	30,000	30,000	30,000	-

Division Total	11-XXX-XXX-XXXX-66XX	90,000	241,284	241,284	151,284
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County Totals		1,759,500	2,019,684	2,019,684	260,184
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*Non-Levy Dollars Available to Pay	(421,000)	(587,284)	(587,284)	(16,284)
Net Levy Dollars Needed	\$ 1,338,500	\$ 1,432,400	\$ 1,432,400	\$ 93,900

2017 Budget: Software and Other One-Time Projects
as of 8/18/2016

Division/Dept.	Item	Division Director Request	County Administrator's Preliminary Recommendation	Board Approved
2017 LTFP	HVAC replacements/ upgrades	90,000	90,000	
2017 LTFP	Data Center Updates	100,000	100,000	
2017 LTFP	Building Security Improvement Plan (not covered by CPA)	55,000	55,000	
2017 LTFP	Asset Management Software (priority A)	75,000	75,000	
2017 LTFP	LWRP Phase 1 -Site Grading Utility Plan & Construction	100,000	100,000	
Court Services	Paperless Project (Integrate Onbase with Court Services Tracking System (CSTS), IPADS for agent mobility in the paperless environment (8), and 2 scanners)	32,000	32,000	
Sheriff	CIS Report Writer	62,000	62,000	
Sheriff	COOP Planning Software	69,000	69,000	
Sheriff	Carpet in Sheriff's Office	37,000	-	
Sheriff	Fleet adjustment	67,000	67,000	
Public Works	Road and Bridge CIP Projects - to offset CPA Reduction (mostly bridges and state projects) (priority A)	520,000	520,000	
Public Works	Snow & Ice Control MDSS	25,000	-	
Public Works- Parks	Camping Reservation Upgrade- Artstreet (reservation and point of sale software)	20,000	20,000	
Public Works- Parks	Recreation Services module- Artstreet (program registration software)	10,000	10,000	
Court Administration	Updated audio system for courtrooms 5 & 6 and completion of courtroom #6	100,000	100,000	
P&FS- TSD	Replacement of election equipment	1,000,000	-	
Public Services	Master Space Plan	75,000	30,000	
	Sub Total =	2,437,000	1,330,000	-
	Turnback Funds	(1,330,000)	(1,330,000)	(1,330,000)
	Unfunded	1,107,000	\$ -	\$ (1,330,000)

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2017**

as of 8/18/16		2016	2017	2017	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	County Administrator's Preliminary Recommendation	Inc./Dec
Commissioners					
	This includes funding for five Board members for various conferences and training throughout the year, including out of state conferences they may attend.	20,000	20,000	20,000	-
Total- Commissioners	01-001-XXX-0000-6332	20,000	20,000	20,000	-
County Administration					
	AMC Annual Conference	700	700	700	-
	MCMA/MACA Annual Conference	725	725	725	-
	MACA Fall	475	475	475	-
	NACO/ICMA National	2,000	2,000	2,000	-
	Misc. - Administrator/staff	200	200	200	-
Total- County Administration	01-030-000-0000-6332	4,100	4,100	4,100	-
Public Services - Administration					
	APMP Meetings- Minnesota	200	200	200	-
	MCMA Annual Conference- Minnesota - 2	1,350	1,350	1,350	-
	Parks Law Enforcement Contract	1,600	1,600	1,600	-
	MACA Fall- Minnesota	475	500	500	25
	Webinars and In State Training	1,025	2,800	2,800	1,775
	Grant Workshop/Training	1,000	-	-	(1,000)
	AMC State Conference	325	-	-	(325)
	Land Use, Environmental or Water Resource issues workshop or seminar	475	-	-	(475)
	Staff Professional Training	100	100	100	-
Total- Public Services Admin	01-048-000-0000-6332	6,550	6,550	6,550	-
Public Services - Facilities					
Facilities Management					
	Boiler Chemical - Water Treatment - Electrical CE's	1,800	1,800	1,800	-
	Siemens Control Apogee Training - BAS HVAC	1,000	1,000	1,000	-
	Amag/Milestone Security software - Local	1,800	1,800	1,800	-
	IFMA & EDAM - Local	1,100	1,100	1,100	-
	IFMA National	1,400	1,400	1,400	-
Total- Facilities	01-110-000-0000-6332	7,100	7,100	7,100	-
Public Services - Information Services					
Manager					
	In state training	4,000	4,000	4,000	-
	01-049-000-0000-6332	4,000	4,000	4,000	-
Infrastructure					
	Sr. System Engineer - VMware World (out of state - 1)	7,000	7,000	7,000	-
	Tech Supervisor Data Center Conference (out of state - 1)	3,000	3,000	3,000	-
	In state training	18,000	13,000	13,000	(5,000)
	01-049-046-0000-6332	28,000	23,000	23,000	(5,000)
Client Services					
	ARMA National Fall Conference (out of state - 1)	3,000	3,000	3,000	-
	In state training	4,000	4,000	4,000	-
	01-049-xxx-0000-6332	7,000	7,000	7,000	-
Development & GIS					
	ESRI International Conf. (out of state - 2)	4,000	4,000	4,000	-
	ESRI Developers Summit (out of state - 2)	4,600	4,600	4,600	-
	In state training	6,400	6,400	6,400	-
	01-049-062-0000-6332	15,000	15,000	15,000	-
Applications Services					
	Onbase National Conference (out of state - 1)	3,500	3,500	3,500	-
	Web and SharePoint (out of state - 1)	3,500	3,500	3,500	-
	SQL Database Conference (out of state - 1)	3,500	3,500	3,500	-
	PM/BA Conference (out of state - 2)	7,000	7,000	7,000	-
	In state training	10,500	5,500	5,500	(5,000)
	01-049-064-0000-6332	28,000	23,000	23,000	(5,000)
CarverLink					
	In state training	2,300	2,300	2,300	-
	02-048-000-0000-6332	2,300	2,300	2,300	-
Total- Information Tech	01-049-XXX-XXXX-6332 & 02-048.6332	84,300	74,300	74,300	(10,000)

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2017**

as of 8/18/16

		2016	2017	2017	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	County Administrator's Preliminary Recommendation	Inc./Dec
Public Services - Library					
	Book Expo of America (Out of State)	1,000	-	-	(1,000)
	ALSC National Institute (Out of State)	1,000	-	-	(1,000)
	IUG 2017 Conference (National Harbor, MD)	2,000	4,000	4,000	2,000
	PLA Annual Conference 2016 (Denver, CO)	2,000	-	-	(2,000)
	ALA Conference - Out of State (County funding pays for one attendee)	-	2,000	2,000	2,000
	ALA Conference - Out of State (MELSA pays for one attendee)	-	-	-	-
	Internet Librarian's Conf. - Out of State (One attendee, to be funded by MELSA)	-	-	-	-
	Additional Staff Training - In-state trainings funded with non-county resources)	-	-	-	-
	01-014-500-0000-6332	6,000	6,000	6,000	-
	In State Training	-	500	500	500
	American Association of Law Libraries (funded by Law Library Fees)	3,500	-	-	(3,500)
	02-508-000-0000-6332	3,500	500	500	(3,000)
Total- Library	01-014-500-0000-6332	9,500	6,500	6,500	(3,000)
Public Services - Veteran Services					
	MN DVA Spring Training/Conference	500	1,000	1,000	500
	National County Veterans Service Officer Conference (Out of State)	3,000	2,200	2,200	(800)
	Minnesota County Veterans Service Officer Conference	1,000	1,500	1,500	500
	County Veterans Service Officer Assistant's & Secretary Association Conf	500	300	300	(200)
Total- Veteran Services	01-120-000-0000-6332	5,000	5,000	5,000	-
Public Services - Land Management					
	Planning/Zoning Administrators workshop or conference	900	900	900	-
	Tuition Reimbursement	200	200	200	-
	Continuing Education - Building Plan Technician Certification and Septic Certification	300	300	300	-
	CRM Training	200	200	200	-
	01-123-160-0000-6332	1,600	1,600	1,600	-
Public Services- Environmental Services					
Administration					
	Annual Agricultural Inspectors Conference	250	250	250	-
	Annual MPCA Sewage Treatment System Cont. Education (3)	900	1,900	1,900	1,000
	Annual MPCA County Feedlot Officers Training	300	300	300	-
	Misc. professional conferences or work related tuition reimbursement	400	400	400	-
	National Environmental Health Assoc. Conference [Out of State]	1,000	1,000	1,000	-
	Feedlot, SSTS and Water Quality misc. conferences	500	500	500	-
Solid Waste					
	RAM/SWANA Annual Conference [4]	950	950	950	-
	SWAA Annual conference	200	200	200	-
	Misc. special issue conferences	300	300	300	-
	National Household Hazardous Waste Conf. - [Out of State]- potentially Great Lakes Product Stewardship Initiative, National Product Stewardship Council	500	650	650	150
Industrial Hazardous Waste					
	National Hazardous Waste Conference - Out of State	500	500	500	-
	MN GroundWater Conference	150	-	-	(150)
	Misc. special issue conferences	300	300	300	-
	OSHA/Safety Training	300	300	300	-
	01-123-130-XXXX-6332	6,550	7,550	7,550	1,000
Public Services - Planning & Water Management					
	Various water related, ISTS, WCA, Wetland, Erosion Control Conferences, seminars, training sessions	1,250	1,350	1,350	100
	ESRI Annual User Conference - Out of State	1,400	1,500	1,500	100
	Misc. Professional conferences or Tuition Reimbursement	250	250	250	-
	Annual Water Resource Conference	350	550	550	200
	GIS Conference & Training	300	300	300	-
	National (Out of State) or State/Local Wetland and/or CRM Training	1,500	1,800	1,800	300
	National (Out of State) or State Water & Planning conference: potential Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., State Water Resources, State MNAPA or State MECA, National LID Symposium	1,550	1,550	1,550	-
	National related conferences and training: State of Water, AIS Summit, AISRC center, National (Out of State) related trainings	-	1,500	1,500	1,500
	01-123-XXX-XXXX-6332 & 16.6332	6,600	8,800	8,800	2,200
Total- Public Services		127,200	117,400	117,400	(9,800)

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2017**

as of 8/18/16

		2016	2017	2017	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	County Administrator's Preliminary Recommendation	Inc./Dec
Attorney					
	IMLA & NDAA- Out of State	3,000	6,000	6,000	3,000
	IMLA Conference - Out of State	3,000			(3,000)
	Various training courses- continuing education credits for Attorneys	8,500	8,500	8,500	-
	01-090-000-0000-6332	14,500	14,500	14,500	-
Total- Attorney		14,500	14,500	14,500	-
Court Services - Probation					
	Correctional Evidence-Based Practices (LS/CMI, YLS, MI, Case Planning, etc.)	500	500	500	-
	APPA National Probation Training Institute (Out-of-State)	2,400	2,400	2,400	-
	MN Association of County Probation Officers (MACPO) - Spring Conference	1,500	1,500	1,500	-
	MACPO Regional Training for Probation Officers	250	250	250	-
	Supervision strategies and treatment methods for Probation Officers	100	100	100	-
	Minnesota Corrections Association (MCA) - Fall Institute	750	750	750	-
Total- Court Services	01-252-XXX-XXXX-6332	5,500	5,500	5,500	-
Employee Relations - Personnel Services					
	MCHRMA Spring Conference	300	300	300	-
	MCHRMA Fall Conference	400	400	400	-
	MPELRA Summer Conference	500	500	500	-
	MPELRA Winter Session	200	200	200	-
	ADA, WC, FMLA, COBRA, ACA	300	500	500	200
	SHRM Seminars	600	600	600	-
	Support, MCIT Seminars	600	600	600	-
	Legal Update Seminars	2,400	2,400	2,400	-
	NPELRA, SHRM or IPMA or NEOGOV Out-of-State Conference (Long Beach CA, Nev	2,000	4,000	4,000	2,000
	IPMA Local, Regional or National Conference	700	700	700	-
	PRIMA National Conference (TBD)	2,000	2,000	2,000	-
Total- Employee Relations	01-050-000-0000-6332	10,000	12,200	12,200	2,200
Property & Financial Services					
Property & Financial Services- Financial Services					
	National GFOA Conference (1), Denver, Colorado	2,200	2,200	2,200	-
	National APA Congress(1), Orlando, Florida	3,000	3,000	3,000	-
	Minnesota GFOA Conference (2)	1,500	1,500	1,500	-
	MCCC Annual Conference	850	850	850	-
	Additional Staff Training (IFS, Year-end, OSA)	1,250	1,250	1,250	-
	Treasurer's Mid-Year Conference	750	750	750	-
Total- Finance	01-045-000-0000-6332	9,550	9,550	9,550	-
Property & Financial Services- Taxpayer Services					
Administration					
	MN Assoc. of County Officers	750	750	750	-
	MN Assoc. of County Auditors	1,600	1,600	1,600	-
	Tax Training /Dept. Revenue	1,500	1,500	1,500	-
	MCCC Conference	1,500	1,500	1,500	-
	Staff Training	2,150	2,150	2,150	-
	01-040-040-0000-6332	7,500	7,500	7,500	-
License Center					
	MN Assoc. of County Officers	600	600	600	-
	Deputy Registrar Annual Meeting	600	600	600	-
	Staff Training	800	800	800	-
	01-040-055-0000-6332	2,000	2,000	2,000	-
Elections					
	MN Assoc. of County Officers	600	600	600	-
	Sec. of State Training	600	600	600	-
	National NACRC Conference- Lake Buena Vista, Florida	-	2,000	2,000	2,000
	MCRA Conference	-	300	300	300
	National NAO Conference - San Antonio, Texas	-	2,000	2,000	2,000
	Staff Training	600	600	600	-
	01-040-065-0000-6332	1,800	6,100	6,100	4,300
Total- Taxpayer Services	01-040-XXX-XXXX-6332	11,300	15,600	15,600	4,300
Property & Financial Services-Property Assessment					
	MAAO Fall Conference	1,220	1,220	1,220	-
	MAAO Seminars	700	700	700	-
	CLE Seminars	750	750	750	-
	MCCC Annual Conference	500	1,000	1,000	500
	Appraisal Training	3,100	3,100	3,100	-
Total- Property Assessment	01-047-000-0000-6332	6,270	6,770	6,770	500

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2017**

as of 8/18/16

		2016	2017	2017	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	County Administrator's Preliminary Recommendation	Inc./Dec
Property & Financial Services-Property Records					
	MN Association of County Officers	2,000	2,000	2,000	-
	Recorder's Conference	2,000	2,000	2,000	-
	Examiner of Titles Training	500	500	500	-
	Staff Training	1,089	1,089	1,089	-
	MN GIS Conference	500	500	500	-
	MSPS Annual Conference	375	375	375	-
	MSPS Seminar	150	150	150	-
	MN RealEstate Institute	500	500	500	-
Total- Property Records	01-100-000-0000-6332	7,114	7,114	7,114	-
Total- Property & Financial Services		34,234	39,034	39,034	4,800
Public Works - Road & Bridge Administration					
	MCEA Institute	760	500	500	(260)
	MCEA Summer Conference	550	-	-	(550)
	Highway Accountants Conference (2)	700	700	700	-
	AMC Annual Conference	550	550	550	-
	NACE Annual Conference (Tacoma, WA) OUT OF STATE	2,200	1,450	1,450	(750)
	MTA Fly In	1,300	1,300	1,300	-
	MTA Annual Meeting	100	100	100	-
	MAPA (MN Asphalt Pavement Assoc.)	100	100	100	-
	Miscellaneous	1,240	1,800	1,800	560
	03-301-000-0000-6332	7,500	6,500	6,500	(1,000)
Program Delivery					
	MCEA Institute	1,074	2,505	2,505	1,431
	MCEA Summer Conference	400	650	650	250
	MSPS Conference	900	490	490	(410)
	MN-Dot Survey Technical Conference	1,200	1,400	1,400	200
	Frontier Precision	750	1,000	1,000	250
	CTC AutoCad	-	-	-	-
	MN GISLIS Conference	1,000	3,450	3,450	2,450
	ESRI User Conference (San Diego) OUT OF STATE	1,500	1,400	1,400	(100)
	Leadership Training	500	1,000	1,000	500
	ESRI Instructor Lead Training	3,000	3,100	3,100	100
	MN Transportation Conference	400	600	600	200
	Toward Zero Deaths Conference	800	800	800	-
	MN-Dot and U of M certificates	2,000	3,000	3,000	1,000
	MN-Dot and U of M re-certificates	2,000	2,200	2,200	200
	MN-Dot R-O-W Conference	500	500	500	-
	Microsoft Project Training	2,000	2,000	2,000	-
	Project Management Training	1,000	2,000	2,000	1,000
	NACE Annual Conference (Tacoma, WA) OUT OF STATE	2,200	2,250	2,250	50
	MN Bar Association	500	500	500	-
	Miscellaneous	-	75	75	75
	03-303-000-0000-6332	21,724	28,920	28,920	7,196
Highway Operations					
	Examples: Safety & Wellness Conferences				
	Equipment Training, Pesticide	-	3,000	3,000	3,000
	APWA National and Snow Conference, (out of State)	3,000	6,000	6,000	3,000
	U of W Snow and Ice Management	-	3,000	3,000	3,000
	NAFA 2016 Fleet Manager convention, (out of State)	3,000	-	-	(3,000)
	Asset Works Academy (2 staff) OUT OF STATE	5,500	3,000	3,000	(2,500)
	03-304-000-0000-6332	11,500	15,000	15,000	3,500
Equipment Operations					
	Hydraulic, Electrical, & Welding Training	10,000	2,500	2,500	(7,500)
	Mack Class OUT OF STATE	-	10,000	10,000	10,000
	03-306-000-0000-6332	10,000	12,500	12,500	2,500
Total- Public Works	03-XXX-XXX-XXXX-6332	50,724	62,920	62,920	12,196
Public Works - Parks					
	MRPA Annual Conference	1,500	1,500	1,500	-
	MN Shade Tree Short	100	100	100	-
	MRPA Seminars	100	100	100	-
	Park Supervisor Seminars	100	100	100	-
	National Park Institute (Out of State)	1,200	1,200	1,200	-
	Miscellaneous	-	500	500	500
Total- Parks	01-520-000-0000-6332	3,000	3,500	3,500	500

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2017**

as of 8/18/16

		2016	2017	2017	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	County Administrator's Preliminary Recommendation	Inc./Dec
Sheriff's Office					
Administrative Services Unit		8,200	10,000	10,000	1,800
	Clerical Support (15)				
	MSA Summer Conference				
	MSA Winter Conference				
	Administrative Services Manager (PLEAA Conference)				
	Sheriff MSA Jail Conference				
	Chief Deputy				
Jail Services Unit		9,000	9,000	9,000	-
	Jail Training-Conf, Mgmt. Training, etc.				
	From SS Other				
Operation Services Unit		10,005	10,005	10,005	-
	Investigation Division				
	Crime Technician				
	School Resource Officer/Gangs/Bike Patrol				
	SERT				
Support Services Unit		34,463	59,763	59,763	25,300
	ATV				
	Civil Process				
	Conceal and Carry				
	Warrants				
	Dive Team				
	Community Service Officers (CSO)				
	Court/Bailiffs				
	Reserves				
	Volunteer Services- Chaplain				
	Rec Services - Water Patrol				
	Snowmobile				
	Training -In House Entire Office - Sex Harr, Cult Div., 1st Aid				
	Instructor Courses-recertification, etc.				
	Supervisory - Sgt & Cpl				
	Licensed Personnel Training				
	ILEETA Conference Outstate - Chicago, IL (1)				
	EVOC, 1st Aid, SPSC (2017 Att A request)				
	01-201-XXX-XXXX-6332	61,668	88,768	88,768	27,100
Emergency Management Unit					
	AMEM Emergency Management Conference	2,900	3,900	3,900	1,000
	Governor's Emergency Mgmt. Conf.	600	1,000	1,000	400
	Emergency Management Training	600	1,000	1,000	400
	Hazardous Materials Training	900	2,600	2,600	1,700
	01-201-280-0000-6332	5,000	8,500	8,500	3,500
Conceal & Carry					
	Conceal & Carry- reserve fund	1,700	1,700	1,700	-
	02-202-000-0000-6332	1,700	1,700	1,700	-
Reserves-					
	Reserves	1,000	1,000	1,000	-
	02-204-000-0000-6332	1,000	1,000	1,000	-
Explorers					
	Explorers	2,750	2,750	2,750	-
	02-205-000-0000-6332	2,750	2,750	2,750	-
Posse					
	Posse Training	3,750	3,750	3,750	-
	02-203-000-0000-6332	3,750	3,750	3,750	-
911 Communication					
	Communications	4,200	4,200	4,200	-
	APCO/NENA MSA State Conference-(6)	3,480	3,480	3,480	-
	02-911-000-0000-6332	7,680	7,680	7,680	-
Total- Sheriff	01-201-XXX-XXXX-6332	83,548	114,148	114,148	30,600

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2017**

as of 8/18/16

		2016	2017	2017	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	County Administrator's Preliminary Recommendation	Inc./Dec
Health & Human Services- Social Services	National Child Protection Training Center Annual Conf. - Out of State	1,200	-	-	(1,200)
	Workforce Conference - Out of State - Out of State	1,400	1,800	1,800	400
	National Eligibility Workers Assoc Conf - Out of State	4,800	5,400	5,400	600
	National Child Support Assoc Conf Out of State	1,400	1,800	1,800	400
	National Child Support Assoc Conf Out of State - County Attorney	1,800	1,800	1,800	-
	Midwest Conf on Child Sexual Abuse - Out of State	1,500	-	-	(1,500)
	Signs of Safety Training - Out of State	5,000	4,000	4,000	(1,000)
	Family Finding Training w/Kevin Campbell - Out of State	1,500	1,500	1,500	1,500
	International Signs of Safety Garthering - Out of State	4,000	5,000	5,000	1,000
	International Conf on Violence, Abuse, & Trauma- Out of State	-	-	-	-
	Solution Focused Brief Therapy National Conference - Out of State	1,200	-	-	(1,200)
	National Attachment Conference - Out of State	1,800	-	-	(1,800)
	National Council of Behavior Health - Out of State	2,800	1,500	1,500	(1,300)
	National Crisis Providers Conference		2,200	2,200	2,200
	International Trauma Conference - Out of State	1,675	-	-	(1,675)
	Mental Health America Annual Conference - Out of State	1,500	1,500	1,500	-
	Justice and Mental Health Second Chance Conference - Out of State	1,600	1,600	1,600	-
	National Adult Protective Services Association Conference - Out of State		3,600	3,600	3,600
	Conferences within State	44,472	37,692	37,692	(6,780)
	11-XXX-XXX-XXXX-6332	76,147	69,392	69,392	(6,755)
Public Health					
Public Health Department - Leadership	National Public Health Conference - Out of State: potentially NACCHO, APHA, ASTHO or other public health focused conference	2,500	5,000	5,000	2,500
	AMC State Conference	300	-	-	(300)
	CHS State Conference	1,500	1,500	1,500	-
	CPHEO Public Health Institute Seminars	1,500	3,500	3,500	2,000
	Staff Computer Trainings	700	500	500	(200)
					-
Public Health Nursing Unit	Training for Maternal & Child Health	700	1,000	1,000	300
	Training for TANF-related Family Home Visiting	1,500	2,000	2,000	500
	Training for Disease Prevention & Control	1,000	1,000	1,000	-
	Training for Child & Teen Checkups	100	200	200	100
	Minnesota E-Health Summit	500	500	500	-
	National Conference - Out of State: focused on Family Health and Family Home Visiting	2,000	2,000	2,000	-
					-
Planning & Promotion Unit	NACCHO Emergency Preparedness Conference - Out of State	-	5,000	5,000	5,000
	Health Promotion Focused Conference - Out of State	4,550	5,000	5,000	450
	Aging Focused Conference - Out of State	3,700	3,700	3,700	-
	GIS Conference & Training - Out of State	3,000	3,000	3,000	-
	Planning and Health Promotion Workshops and Seminars	3,000	3,000	3,000	-
	Public Health Emergency Preparedness Training	400	1,300	1,300	900
	11-460-XXX-XXXX-6332	26,950	38,200	38,200	11,250
Total- Health & Human Services	11-XXX-XXX-XXXX-6332	103,097	107,592	107,592	4,495
County Totals		455,903	500,894	500,894	44,991



Carver County Government Center

600 East Fourth Street, Chaska, MN 55318

The Honorable Chair and Members
of the Board of County Commissioners
600 East Fourth Street
Chaska, MN 55318

Dear Commissioners and Citizens of Carver County:

I am pleased to present the Recommended 2017 Budget.

The recommendations included in this document reflect the improving but continually challenging economic times being experienced both globally and locally in Carver County. This recommended budget responds to these challenges by making smart fiscal decisions which will ultimately result in a continued stable level of service to our citizens.

Main economic benchmarks, including property market values and new construction, show improved growth over the past year. Capturing these potential new revenue sources is, however, limited by the County Board's direction that the County budget result in a zero tax impact on the average-value home. This presents a financial challenge in light of the increase in costs and demands for County services. The budget recommendation for 2017 meets this challenge. It marks the twelfth consecutive year that owners of an average-value home will pay the same or less in County taxes as compared to the previous year.

The County's average-value commercial and agricultural properties have increased in value more than the average-value home. As a result, most of these properties show a slight increase in county tax impact for 2017.

The 2017 Preliminary Budget totals \$122,504,466 which is a 24.20% increase from 2016 Budget of \$98,635,721. The \$23,868,745 increase is primarily driven by Road and Bridge capital projects planned for in 2017.

The recommended preliminary budget limits the 2017 levy increase to capturing new construction tax base. Doing so allows the 2017 levy to increase by \$1,406,800 (2.80%) to \$51,649,500 compared to the 2016 property tax levy of \$50,242,700.

The County Board will hold a public hearing on the 2017 Budget on Thursday, Dec. 1, 2016. The Board will be asked to adopt the final 2017 levy and budget on Tuesday, Dec. 20, 2016. The 2017 Budget Book will provide a broad overview of the budget, as well as narrative summaries for all county divisions and departments, elected officials, and programs and services

that receive financial support from the County.

The Board will also be asked to approve the 2018 Long-Term Financial Plan on Tuesday, Dec. 20, 2016. The County uses the [Long-Term Financial Plan](#) along with the Annual Budget to connect financial strategies to the County's short-term and long-term strategic goals and objectives. Long-term financial planning establishes a roadmap for funding significant capital projects, facilities, vehicles and equipment replacement, and significant operating budget financial challenges. The 2018 Long-Term Financial Plan will be used as a strategy planning tool to fund significant capital projects and operating challenges beyond the 2017 Budget.

The 2017 Recommended Budget was developed over the past several months through staff meetings, Board work sessions and public hearings. The hard work County staff provided in assisting with the preparation of this budget should be acknowledged. In particular, division directors, managers, Employee Relations and Financial Services staff were instrumental in preparing this budget recommendation, and their assistance is greatly appreciated.

The Budget Overview that follows forms the basis of the recommended preliminary 2017 Annual Budget and is being submitted for review by the Board of Commissioners and citizens of Carver County. It includes the 2016-2017 budget comparison summary, budget strategies, and trend data used to develop the preliminary budget. The updated summaries on revenues, expenditures, staffing changes, capital projects, and replacement cost for facilities, vehicles and equipment also factor into the final budget recommendation.

Thank you for your continued support and cooperation as we move toward completion of the 2017 Annual Budget process.

Sincerely,



David Hemze
County Administrator

Budget Overview

Budget Summary

The 2017 Preliminary Budget totals \$122,504,466, which is an increase of \$23.9 million from the 2016 Budget.

2016-2017 Budget Comparison		
Revenue	2016 Budget	2017 Budget
Taxes & Penalties	\$52,099,163	\$53,594,192
Licenses & Permits	1,013,330	1,049,430
Intergovernmental	28,441,537	50,745,681
Charges for Services	12,513,330	12,732,134
Fines & Forfeitures	225,786	212,286
Investment Earnings	1,646,661	1,546,661
Other Revenues	2,695,914	2,624,082
Total Revenues	\$98,635,721	\$122,504,466
Expenditures		
Public Assistance	\$4,695,567	\$4,827,128
Personnel Services	62,242,205	65,348,757
Services & Charges	10,084,715	11,084,892
Material & Supplies	4,406,294	4,411,690
Capital Outlay	11,605,116	32,299,146
Debt Services	5,749,365	5,057,200
Other Expenses	(1,711,489)	(2,335,260)
Transfers	1,563,948	1,810,913
Total Expenditures	\$98,635,721	\$122,504,466
Reserves Used	-	-

This chart compares the revenue and expenditure amounts for 2016 and 2017.

The most significant changes in the 2017 Budget are in Intergovernmental, Personal Services, and Capital Outlay.

The increase in both revenues and expenditures are primarily due to the additional state and federal funds for both Health and Human Services and Road and Bridge capital projects. The additional funding will largely go towards child protection, mental health, the CSAH 61 Turnback project, and other road projects.

Also, personnel services (costs) are budgeted to increase to remain competitive in the market.

Strategies to Close the Budget Gap

2017 Budget Gap: Executive Summary	
Tax Levy Increase: Capture New Construction Tax Base	(\$1,406,800)
Salary and Benefit Projection: (net offsetting revenue)	2,070,584
Attachment A: Net Levy Savings	(1,038,679)
Attachment B: Staffing Changes	180,995
Attachment C: Capital Projects	100,000
Attachment D: Facilities, Vehicles, and Equipment Replacement	93,900
Budget Gap: Reserves Used	\$0
Attachment E: Projects Funded by Non-Tax Levy Revenue	\$1,330,000

Following the Board’s direction to have no county tax impact on the average-value home, the Recommended 2017 Budget was developed using the strategies that are summarized in this chart and then described in the following paragraphs.

- **Capture new construction tax base.**

The County Administrator's Recommended 2017 Tax Levy increase is **\$1,406,800**, which is a 2.80% increase over the 2016 Levy. This increase, which is captured from the additional tax base from new construction so it has zero impact on the average value home, is primarily used to invest in salary and benefits to remain competitive with the market.

- **Invest in salary and benefits to remain competitive with the market.**

The salary and benefits for 2017 are recommended to increase **\$2,070,584**, 3.3%, compared to 2016. The salary projection is based on market trends including the ongoing compensation and classification study, pay-for-performance, union settlements, and overtime increases. The benefit projection is estimated respectively based on the projected salary increases. These salary and benefit projections are subject to change based on final implementation costs for the compensation and classification study. The 2017 Budget for the county's contribution to employee health insurance stayed the same as the 2016 Budget since health insurance premiums will be decreasing for county employees due to a new 5 year health insurance contract for 2017.

- **Analyze trends to identify revenue increases/decreases and areas for spending needs/cuts.**

The budget process identified proposed changes in spending and revenue based on trends, best practices, and reprioritizing line-item spending.

The 2017 Budget identifies **\$1,038,679** in net levy savings. The majority of the levy savings come from \$692,000 in lower debt service costs and a \$625,000 increase in vacancy savings. The levy savings are offset by \$447,208 in negative trend adjustments and a \$100,000 decrease in investment income. *See Attachment A for a summary of the recommended 2017 \$1.0 million in net levy savings.*

- **Invest in staffing changes to respond to the pent-up and growing demand for services.**

The recommended staffing changes are primarily funded by non-levy sources along with **\$180,995** of the 2017 tax levy. The recommended staffing changes are subject to modification based on final implementation costs for the compensation and classification study. Thus, the recommended staffing changes are in a "soft freeze", which means these positions must receive County Administrator approval before they are posted for hiring. *See Attachment B for recommended 2017 Staffing Changes*

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

New capital projects have been funded with revenue sources that did not increase the County's property tax levy. These sources include federal, state, regional grants, and County Program Aid (CPA). Following past County Board direction an additional tax levy of **\$100,000** is being

allocated to the Road Preservation Plan in the 2017 budget. *See Attachment C for the list of recommended 2017 Capital Projects.*

This recommended budget also includes one-time projects funded by **\$1.3 million** of Highway Reimbursement Funds in 2017. These funds are reimbursement by the State for the County's advance-funding \$20 million of the State's contribution to the Southwest Reconnection Project in 2014. The State is expected to reimburse the County for this advance-funding over the next seven years. *See Attachment E for the list of recommended 2017 Projects funded by 2017 Highway Reimbursement Funds.*

- **Five-year schedule to replace facilities, vehicles and equipment.**

Board direction in the County's Long-Term Financial Plan is to have a five-year schedule to strategically replace facilities, vehicles and equipment. The 2017 Budget recommends \$2,019,684 million to replace facilities, vehicles and equipment, which is a \$260,184 increase from the 2016 Budget. The 2017 levy needed to fund these purchases is \$1,432,400, which is a **\$93,900** increase from 2016. *See Attachment D for the recommended 2017 facilities, vehicles and equipment replacement schedule.*

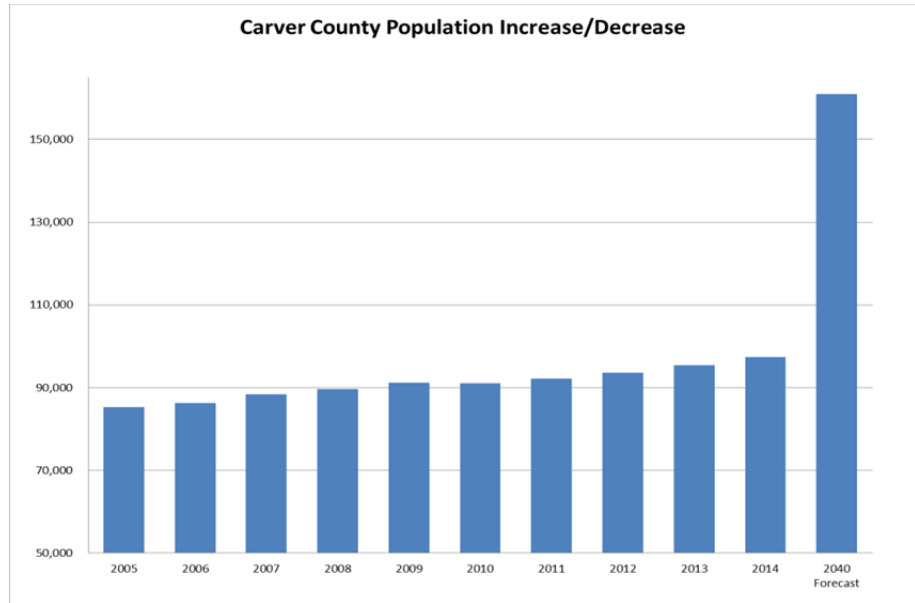
Trend Data

The following are key historical trends that were used to form the foundation of the 2016 Budget.

Population: Out of 87 counties in Minnesota, Carver County's estimated 2015 population of 98,741 is the 11th highest. The County's 2014 to 2015 population increase, 1.63%, was the third highest year-to-year growth rate in Minnesota. Over the last decade Carver County had a population growth of 14.50% that added a total of 12,505 residents. Carver County's population is expected to continue to grow in the future. The 2040 forecasts from Metropolitan Council predict that Carver County will experience the highest population growth rate in the Metro Region into 2040, reaching a forecasted population of 161,020. That is a 63.07% increase from 2015.

The following shows the 2006-2009 and 2011-2015 Metropolitan Council population estimates as well as the 2010 Census populations.

<u>Year</u>	<u>Population</u>
2006	86,236
2007	88,384
2008	89,615
2009	91,228
2010	91,042
2011	92,104
2012	93,584
2013	95,463
2014	97,162
2015	98,741
2040	161,020 <i>(forecast)</i>



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

In addition to overall population growth, Carver County’s aging population is expected to impact the type and number of services that will need to be provided in the future. The population of County residents age 65 and older is expected to constitute about 28.2% of the total County population in 2040, up from 9.7% in 2014.

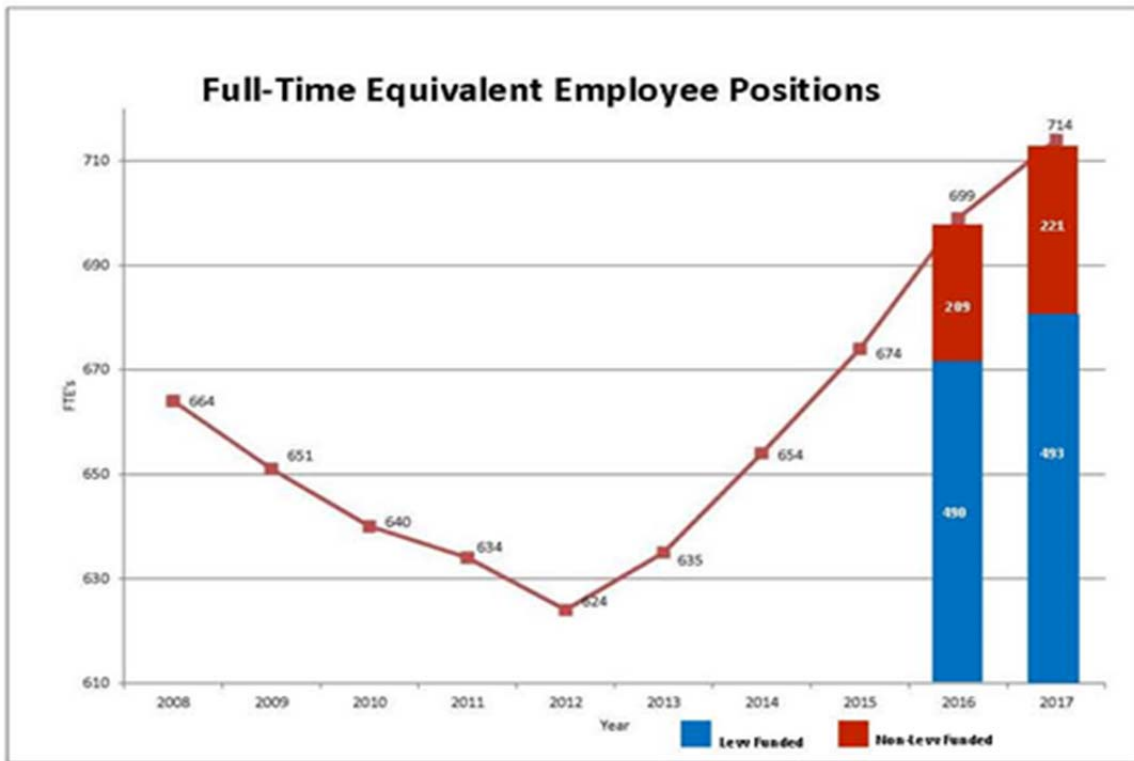
County Employees: As the County has grown in population over the past decade; the number of employees needed to meet service demands has also increased.

Budget adjustments made due to the recession and the corresponding loss of state aid resulted in a loss of 40 FTE employee positions from 2008 to 2012. Starting in 2013 with the rebounding economy and federal/state mandates, FTE employee positions started to increase.

The following graph shows the changes in the number of County employees in the past decade. It also shows the number of Full-Time Equivalent (FTE) employee positions funded by levy and non-levy funding sources in 2016 and 2017. The budget calls for 714 FTE employee positions in 2017, an increase of 15 FTE positions from the 2016 total of 699 FTEs. In 2017, 493 FTEs will be levy-funded positions and 221 FTEs will be funded by non-levy funds.

Based on 2017 budget figures, it is estimated that 30.95% of FTEs will be funded by other sources of revenue that the County has identified to help lower the need to use levy funds. Other revenue sources include contract revenue, fees for services, and grants.

Total Number of FTE Employee Positions (2008-2017)

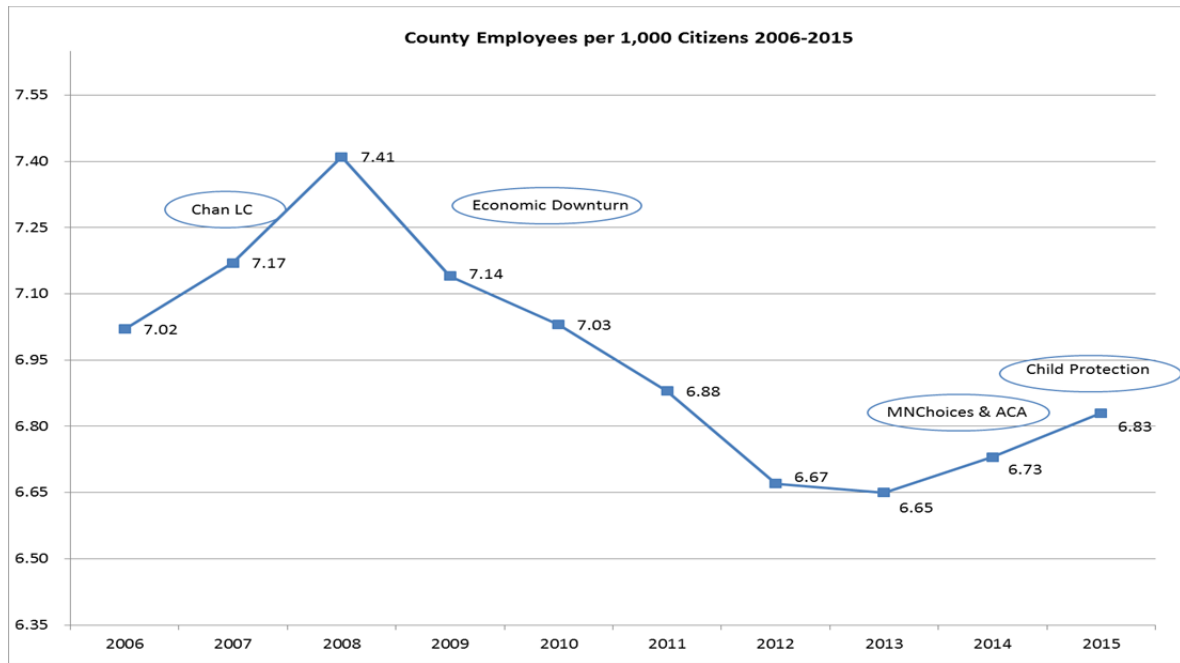


Since wage and benefit costs for personnel is the County’s largest expense, the number of County employees significantly impacts the budget. For example, if the number of County employees were to increase at the same rate as the population and double over the next two decades, the result would be large increases in the County budget that would push dramatic property tax increases. Instead the increase in population is expected to introduce economies-of-scale that will allow the County to operate more efficiently with a lower employee-to-citizen ratio.

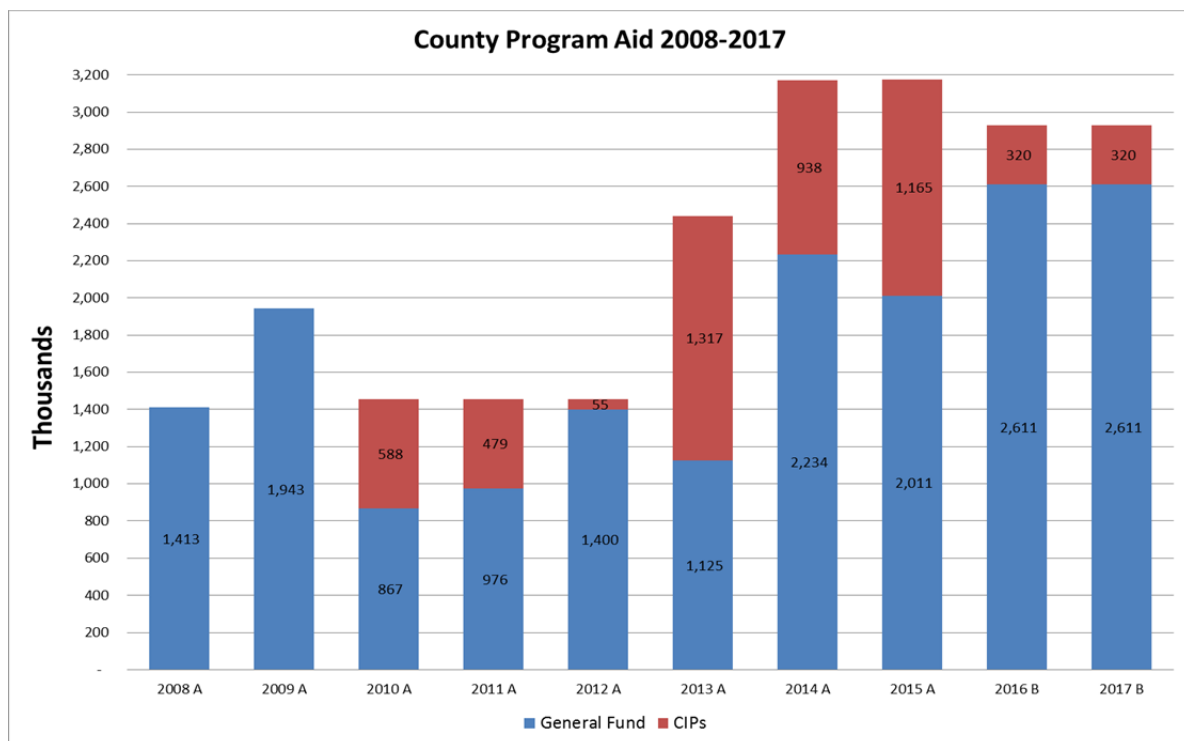
The following graph shows the fluctuation in the number of employees per 1,000 citizens. It has gone from a high of 7.41 employees per 1,000 citizens in 2008 to a low of 6.65 in 2013.

Since 2008 there has been a steady decrease in the number of employees per 1,000 citizens as a result of a limited growth in the tax base, flat and/or declining revenue as well as continual improvement in efficiencies gained through investments in technology and division reorganizations. The trend started to rebound in 2014 due to state and federal mandates for the MnChoices program, Affordable Care Act, and Child Protection.

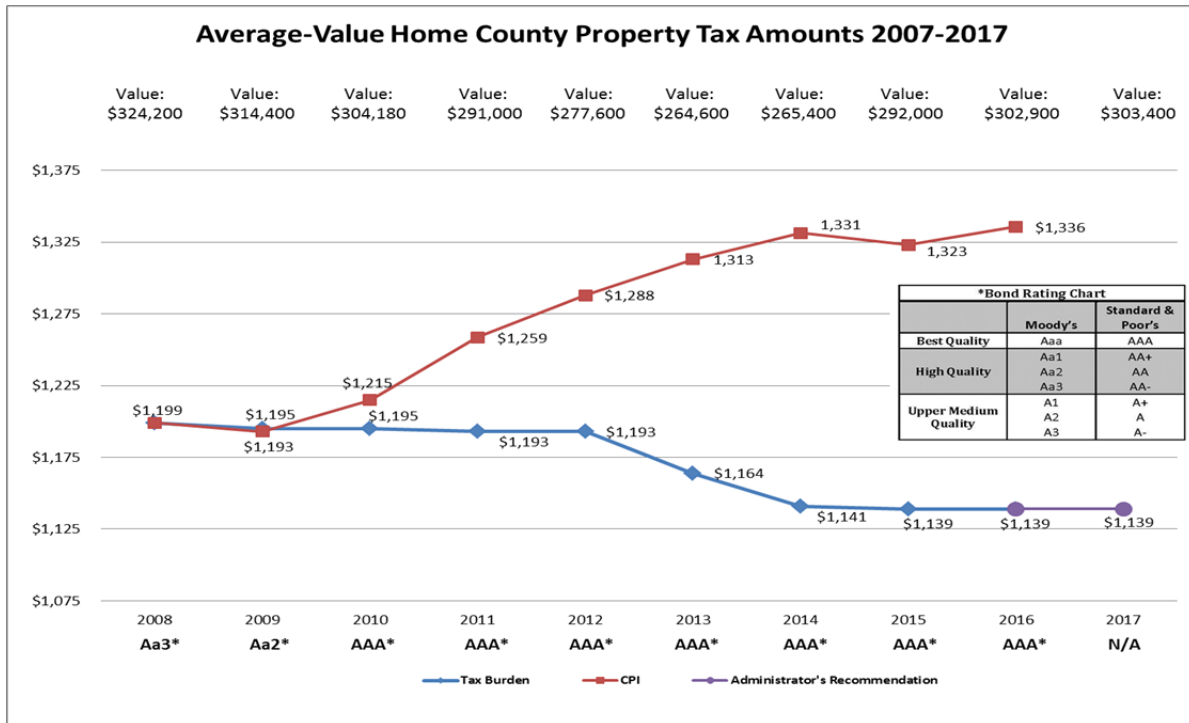
County Employees per 1,000 Citizens 2006-2015



County Program Aid Allocation: The following chart illustrates the actual amount of County Program Aid (CPA) the County has received from 2008-2015 and the budgeted amount for 2016 and 2017. The 2017 Budget has the County receiving \$2,931,000 of CPA funds, this is the same amount that was budgeted for 2016. This chart also illustrates the amount of CPA that has been directed to the Capital Improvement Project (CIP) Funds and the General Fund since 2010. In 2017, \$2,611,000 of CPA funds is budgeted in the General Fund.



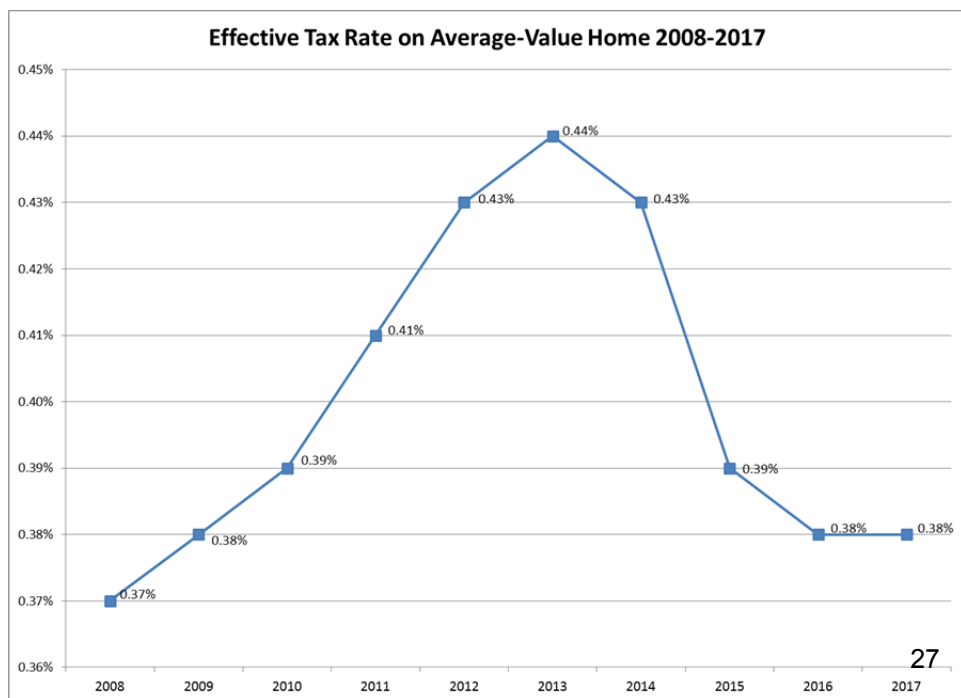
Property Taxation: The Board has continued its strategy of setting the levy to maintain or decrease the County’s tax-impact on an average-value home. The value of the average home in Carver County increased from \$302,900 in 2016 to \$303,400 in 2017. The County’s portion of the total property tax bill on an average-value home for 2017 will remain the same as the past two years, at \$1,139.



The above chart shows the changes in average home values and taxes from 2008 to 2017. It also shows how the average home’s property tax has continually decreased compared to the Consumer Price Index (CPI), which has grown over the past several years. Carver County’s bond rating which is also listed on the chart has been at the highest rating possible AAA rating since 2010.

Effective Tax Rate:

The effective tax rate is the percentage of market value a homeowner is paying in property taxes. It is calculated by taking the home’s market value and dividing it by the tax. The upward movement on this trend reflects the decreasing valuation of homes that began in



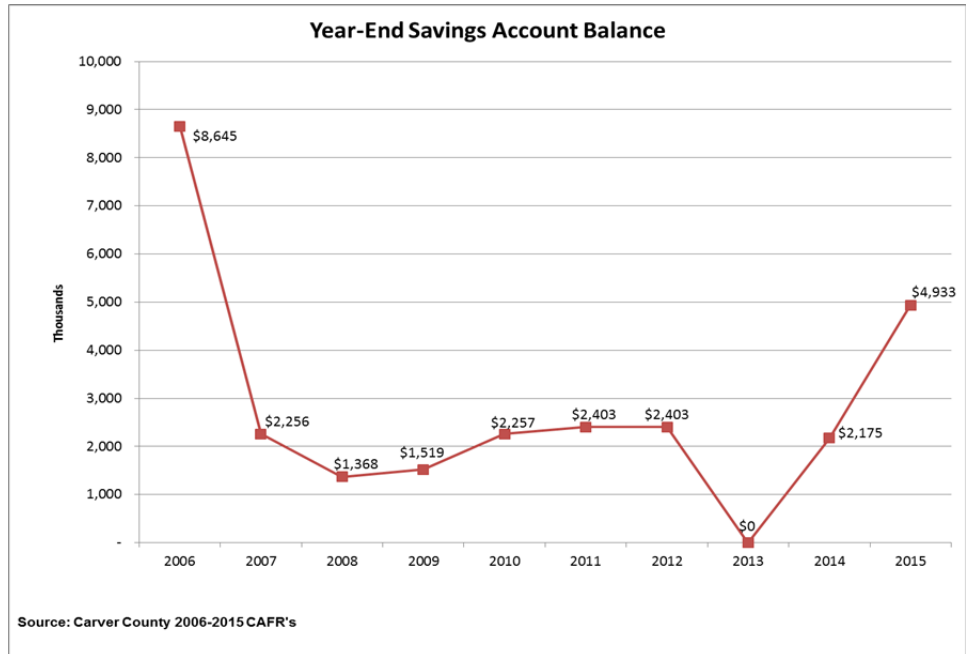
2008 and ended in 2013. Rising home values and the relatively modest rate of tax increases by the County resulted in a decreasing effective tax rate starting in 2014 and through 2017.

Year-End Savings

Account: The Year-End Savings (YES) Account designates up to 5 percent of the County's reserves for future unknowns such as emergencies, disasters, capital projects, and intergovernmental funding cuts. The chart shows the trend in this account's balance.

Significant decreases in the YES Account from 2006 to 2008

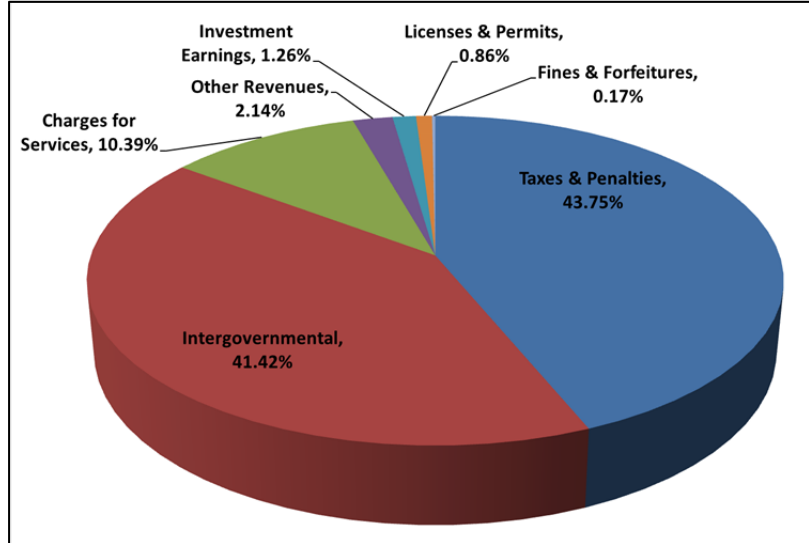
were the result of planned Board-approved transfers to pay for one-time capital projects and land acquisitions. In 2013, the YES Account was brought down to zero to offset a \$4.3 million negative 2013 mark-to-market investment adjustment. The YES account has been built back up to \$4.9 million in 2015 and is anticipated to be around the same amount for 2016. A portion of the YES account is earmarked to offset the next negative mark-to-market investment adjustment, which will occur if the market's historically low interest rates significantly rise at the end of the year similar to 2013.



Revenues

The 2017 Budget totals \$122,504,466 in revenues, which is an increase of \$23,868,745 compared to the 2016 budget. The following lists the sources of revenues for 2017, and the chart shows the percentage of the total associated with each revenue amount.

2017 Budget Revenue	
Taxes & Penalties	53,594,192
Intergovernmental	50,745,681
Charges for Services	12,732,134
Other Revenues	2,624,082
Investment Earnings	1,546,661
Licenses & Permits	1,049,430
Fines & Forfeitures	212,286
Total Revenues	122,504,466



Taxes and Penalties: The Certified Property Tax Levy is the primary funding source for the County budget, and the source of revenue the County has the most control over. The 2017 Budget includes the amount of property taxes levied for the year and penalties. Once established, property tax amounts cannot be adjusted upward during the year.

The County Administrator's recommended total combined levy of \$51,649,500 for 2017 is an increase of 2.80%, or \$1,406,800 from the 2016 levy. Revenues from the property tax levy will constitute approximately 43.75% of all county revenues for 2017.

2017 Proposed Property Tax Levy

General Fund	\$31,545,241
Road and Bridge Fund	4,099,686
Community Social Services Fund	9,572,373
Road & Bridge Capital Improvement Fund	1,890,000
Debt Services Fund	4,247,200
Unestad Tax Abatement	123,000
Engler Blvd Tax Abatement	172,000
Total Levy County	\$51,649,500
<u>Carver Watershed Management Organization</u>	<u>\$ 643,933</u>
Total Combined Levy	\$52,293,433

The increase in the tax levy is the end-result of a 2017 Recommended Budget Strategy which was based on capturing the tax base from new construction. The County's portion of the total property tax bill on average-value homes will remain the same as 2016, and a slight increase for the average-value agricultural properties and most commercial properties with an average-value.

Intergovernmental and Other Revenues: Intergovernmental funding, which increased by \$22,304,144 from the 2016 Budget to the 2017 Budget, and the Other Revenues category are also major sources of revenue for the County.

Intergovernmental funding refers to funding from other governmental units at the federal, state and local level in the form of grants, program aids, entitlements, shared revenues, payments in lieu of taxes, and reimbursements for performance of specific functions or services. It also includes voluntary non-exchange transactions that result from legislative or contractual agreements such as grants, entitlements, appropriations and donations. Tax credits paid by the state are included in intergovernmental revenues. Intergovernmental funding increased from \$28,441,537 in 2016 to \$50,745,681 in 2017 primarily from additional funding received in the human services area and increased funding related to construction projects.

The Other Revenues category totals \$2,624,082. It includes gifts and donations, miscellaneous revenue from contracts, and transfers between funds.

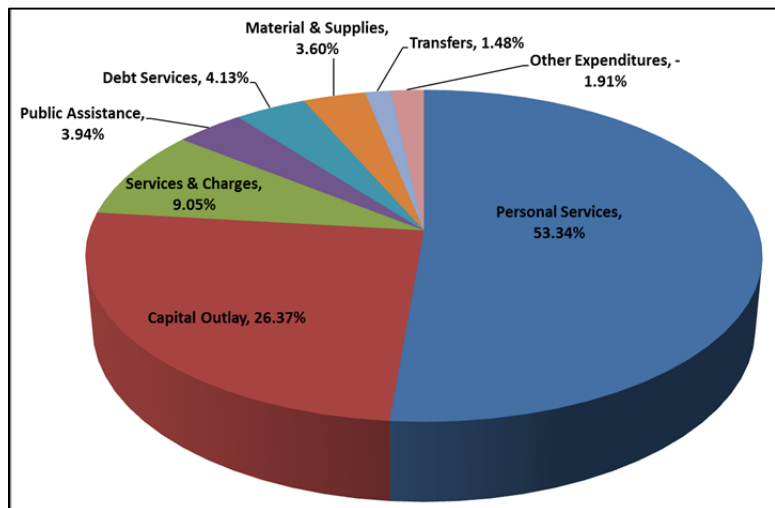
Charges for Services: The third-highest revenue source comes from Charges for Services, which totals \$12,732,134 in the 2017 Budget, an increase of \$218,804 from 2016. This revenue category refers to the County’s acquisition of revenue from the professional services the County provides for a fee and other services and charges covered in its Fee-for-Service Schedule.

Investment Earnings: The revenue from investment earnings is budgeted at \$1,546,661 in 2017, a \$100,000 decrease from 2016 based on recent years and the short-term investment outlook.

Expenditures

The 2017 Budget totals \$122,504,466 in expenditures, which is an increase of \$23,868,745 compared to the 2016 budget. The increase is primarily due to salary and benefit costs and construction projects planned for 2017. The following lists the expenditures for 2017, and the chart shows the percentage of the total expenditure associated with each category.

2017 Budget Expenditures	
Personal Services	65,348,757
Capital Outlay	32,299,146
Services & Charges	11,084,892
Public Assistance	4,827,128
Debt Services	5,057,200
Material & Supplies	4,411,690
Transfers	1,810,913
Other Expenditures	(2,335,260)
Total Expenditures	122,504,466



Personnel Costs and Services and Charges: Costs associated with County employee wages and benefits comprise the largest expenditure for the County.

Expenditures for employee wages are captured in the “Personal Services” account class, which includes compensation paid to full-time, part-time, and temporary or intermittent employees with payroll deductions. It does not include fees or contractual payments paid to consultants or independent contractors: Those costs are captured in the “Services and Charges” account class that also includes other expenses associated with business operations.

The budgeted amount for personal services for 2017 is \$65,348,757, which is an increase of \$3,106,552 from the 2016 budgeted amount of \$62,242,205. The 2017 Budget includes salary and benefit increases to remain competitive with the market. At this preliminary stage of the budget process, Attachment B requests for additional staffing are not included in the above 2017 personal budget.

After years of seeing health insurance costs increase at a rate much higher than inflation, the County’s health insurance premiums had relatively small increases over the past few years due to rate cap guarantees in the County’s employee health insurance contract. Every five years, the County is statutorily required to re-bid its employee health insurance contract. In 2016, a request for proposals for employee health insurance resulted in an aggregate 15% decrease in 2017 health insurance premiums and single-digit rate cap increases for 2018 – 2021.

Conference and Training: The 2017 Budget includes \$500,894 for conference and training for County staff development. *See Attachment F for a listing of conference and training for each County division.*

Capital Outlay: The County’s second-highest expenditure category is \$32,299,146 for capital improvements. A number of capital projects are included in the 2017 Budget, most of which have off-setting cost savings, intergovernmental reimbursements, and sources of funds other than property taxes. *See Attachment C: Capital Projects and Attachment D: Facilities, Vehicles, and Equipment Replacement for projects that are included under Capital Outlay.*

Public Assistance: The 2017 Budget includes \$4,827,128 for Public Assistance. In terms of expenditures for specific County functions, expenditures for Health and Human Services (which includes Public Assistance) consume the most dollars in comparison to other services provided by the County. The amount budgeted for Public Assistance in 2017 is \$131,561 higher than the 2016 budget.

Debt Services: Annual principal and interest payments that retire County debt are budgeted in the Debt Service Fund and are another major component of County expenditures. In the 2017 Budget, \$5,057,200 is being budgeted for Debt Services, which is a decrease of \$692,165 from the previous year. This decrease is largely attributed to two factors: during 2016 the County refinanced both bond sales from 2008 which lowered debt service starting in 2017; the County is also capturing the levy savings from the 2014A and 2014 MPFA loan because the levy needed to repay this debt is less than what was initially anticipated.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Financial Services Update

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

The County has been approached by two organizations for assistance with issuing debt so the County's Property and Financial Services Director would like to give the Board an informal heads up about the requests:

1. Carver County's Community Development Agency ("CDA") has an opportunity to refinance its existing NYA Housing Project bonds at a lower interest rate. As part of the refinancing process, the CDA needs the County Board to continue its support of the CDA debt by continuing to pledge the County's General Obligation ("G.O.") to back the CDA's debt. Since the CDA's housing project revenues pay the debt service, extending the Board's G.O. pledge to the CDA's proposed debt refinancing has no impact on the County's "AAA" rating. The CDA plans to formally request extending the County's G.O. pledge to the CDA's proposed debt refinancing at the County Board's November 1st Board meeting.
2. The Minnehaha Watershed Conservation District ("MWCD") wants to come back to continue the previous discussion on developing a partnership with Carver County to implement water improvement projects in Carver County. The MWCD's proposal is for the County to issue debt on behalf of the MWCD and then the MWCD will use its property tax levy to pay the debt service. Since the MWCD's property tax levy will pay for the debt service, the county debt issued on behalf of the MWCD will have no impact on the County's "AAA" rating. The MWCD is expected to informally present the proposed financing partnership at the County Board's November 22nd Board workshop.

ACTION REQUESTED:

None - for informational purposes only

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 4337