

Carver County Board of Commissioners  
 Regular Session  
 December 2, 2008  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:15 a.m.	<ol style="list-style-type: none"> <li>1. <i>a) CONVENE</i></li> <li style="padding-left: 2.5em;"><i>b) Pledge of Allegiance</i></li> <li style="padding-left: 2.5em;"><i>c) Public participation (comments limited to five minutes)</i></li> <li style="padding-left: 2.5em;"><i>d) Introduction of New Employees</i></li> <li>2. Agenda review and adoption</li> <li>3. Approve minutes of November 25, 2008 Regular Session..... 1-3</li> <li>4. Community announcements</li> </ol>	
9:15 a.m.	<ol style="list-style-type: none"> <li>5. <b>CONSENT AGENDA</b></li> <li style="padding-left: 2.5em;">5.1 Payment of emergency claims ..... 4-6</li> <li style="padding-left: 2.5em;">5.2 Memoranda of agreement with AFSCME correction of 2009 wage schedule ..... 7</li> <li style="padding-left: 2.5em;">5.3 Approval of bid award to Minnesota Elevator-Justice Center construction ..... 8-9</li> <li style="padding-left: 2.5em;">5.4 CSAH 10 right of way negotiated settlement 22 ..... 10-11</li> <li style="padding-left: 2.5em;">5.5 School speed zone-Holy Family High School-Victoria CR 18 and Kochia Avenue Intersection Area..... 12-14</li> <li style="padding-left: 2.5em;">5.6 Contract to replace windows at First Street Center-rebid ..... 15</li> <li style="padding-left: 2.5em;">5.7 Community Social Services' warrants ..... NO ATT</li> <li style="padding-left: 2.5em;">5.8 Commissioners' warrants..... SEE ATT</li> </ol>	
9:20 a.m.	<ol style="list-style-type: none"> <li>6. <b>ADMINISTRATIVE SERVICES</b></li> <li style="padding-left: 2.5em;">6.1 Resolution in support of establishment of employee recognition program ..... 16-18</li> <li style="padding-left: 2.5em;">6.3 Approval of fiber optic contract with Jaguar Communications..... 19-20</li> </ol>	
9:50 a.m.	<ol style="list-style-type: none"> <li>7. <b>COMMUNITY SOCIAL SERVICES</b></li> <li style="padding-left: 2.5em;">7.1 Joint powers agreement establishing the Scott/Carver Transit partnership ..... 21</li> <li style="padding-left: 2.5em;">7.2 Resolution requesting redirection of transit funding to Scott County ..... 22-23</li> </ol>	

10:05 a.m.	<b>8.</b>	<b>PROPERTY RECORDS/TAXPAYER SERVICES</b>	
	8.1	Recount status and procedure .....	24
10:10 a.m.		<b>ADJOURN REGULAR SESSION</b>	
10:10 a.m.	1.	Chair	
	2.	Board Members	
	3.	Administrator	
10:30 a.m.	4.	Adjourn	

David Hemze  
County Administrator

### Work Session Agenda

10:30 a.m.	<b>1.</b>	<b>FINANCE</b>	
	1.1	Appeals to the proposed amendments to the Administrator's 2009 recommended budget.....	25-33
	1.2	Administrator's recommended 2010 Long Term Financial Plan.....	34-67

**Truth in Taxation Meeting  
December 4, 2008 – 7:00 p.m.  
County Board Room**

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on November 25, 2008. Chair James Ische convened the session at 9:15 a.m.

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

Members absent: Tim Lynch.

Degler moved, Workman seconded, to approve the agenda. Motion carried.

Maluchnik moved, Degler seconded, to approve the minutes of the November 4, 2008, Regular Session. Motion carried.

Community announcements were made by the Board.

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

Payment of emergency claims in the amount of \$20, \$539.31 and \$36.75.

Contract with Intereum for the Chaska Service Center in the amount of \$39,903.30 and contract with Intereum for the Chanhassen Service Center in the amount of \$52,003.77.

Contract with MINITEX/Online Computer Library Center.

Authorized Chair to sign MCCC bylaws and joint powers agreement.

Contract with Outland Builders and related Facilities budget amendment transferring \$29,265 from storage garage and master plan to Veterans Service Office remodel.

Resolution #89-08, County Board Acknowledgement 2008 Overlay Program Final Payment.

Approved the following abatements/additions:

65.3750050	Roger Jackels
08.0071600	James Jochum (2006, 2007 2008)

Resolution #90-08, Charitable Gambling Application for American Legion Post #121.

Renewed master grant contract with the Minnesota Department of Health.

Approved \$5,025,000 2008B central plant general obligation bond sale results.

Lease agreement with ISD 112 for the second story of the Chanhassen Service Center.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried.

David Priem, Veterans Services, requested the Board accept a donation from the Carver County Veterans Council. He explained the Council had been able to purchase an automated external defibrillator through donations from Veterans Service Organizations. He clarified the unit would be placed in the Veterans van for use when transporting veterans and staff had been trained on the operation of an AED.

Maluchnik moved, Degler seconded, to accept the donation of an automated external defibrillator from the Carver County Veterans Council for use in the Carver County Veterans Van. Motion carried.

The Board held a public hearing to consider revisions to the County fee for service schedule.

Workman moved, Degler seconded, to open the public hearing. Motion carried.

David Frischmon, Finance, explained fees are set annually to cover costs. He stated the schedule identified the fees, with the majority unchanged. He noted the increase related to the CART transportation program and the new charge for online images in Property Records.

No public comment was received.

Workman moved, Degler seconded, to close the public hearing. Motion carried.

Maluchnik moved, Degler seconded, to approve revisions to Ordinance #48, 2008 Fee for Service Schedule. Motion carried.

David Hemze, County Administrator, appeared before the Board to review his amended 2009 budget recommendation. He noted the Board's earlier request to recommend cuts to arrive at a 0% tax impact on the average value home. Hemze indicated his amended recommendation results in a 4.5% levy increase

David Frischmon, Finance, explained the initial budget requests and the subsequent cuts that have been made to lower the levy to a 4.5% increase. He stated to arrive at the 0% tax impact, reductions were made to the commissioner contingency, two FTEs were eliminated, certain programs were eliminated, payments to others were further reduced and additional revenue became available in Social Services and a document fee would be added.

He reviewed the tax levy by division and the proposed budget levies of other metro counties. Frischmon stated appeals would be heard next week on these latest cuts, followed by a work session

on the long term financial plan and the December 4<sup>th</sup> truth-in-taxation public hearing. He indicated the Board would be asked to adopt the 2009 property tax levy/budget and long term financial plan on December 16<sup>th</sup>.

Hemze clarified taxpayers would be receiving their 2009 proposed property tax notices based on the preliminary levy and that amount will be higher than the final property tax.

Hemze requested the Board adopt the County's 2009 legislative priorities. He noted the issues had been discussed at last week's work session and they have attempted to refine what are the key issues for Carver County.

He identified eight issues of importance to the organization. Hemze stated a December meeting will be held with the County's local legislative delegation for assistance with getting the issues addressed through the legislative process.

Workman moved, Degler seconded, to adopt Carver County's 2009 legislative priorities as outlined. Motion carried.

Dave Drealan, Land and Water Services, updated the Board on the direct discharge program and total maximum daily load activities. He stated the success of the direct discharge program exceeded their expectations and they were asking the Board to suspend the funding until they come back to the Board with a 2009 program. He indicated they would however continue to take applications for the program.

He noted the number of landowner contacts made within the targeted subwatersheds and the number of systems upgraded.

Degler moved, Maluchnik seconded, to suspend the funding of any additional direct discharge elimination applications until the Board adopts a 2009 program, with applications still being accepted but no funds committed. Motion carried.

Degler moved, Workman seconded, seconded, to adjourn the Regular Session at 10:02 a.m. Motion carried.

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

288840

**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: Christina Rimmer

ACCOUNT: 01-090-000-1101-6379

AMOUNT: \$58.60

REASON: Crime victim cell phone replacement

Department Head Signature: *[Signature]*

Chairman of County Board

James M. Ische

County Administrator

*Finne Director*

David Honze

County Attorney

James W. Keeler, Jr.

Date: 11/19/08

238839



**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**

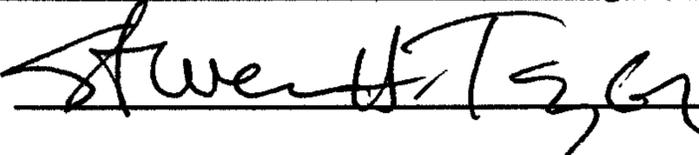
Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with minimum of two).

VENDOR: Minnesota Department of Labor and Industry

ACCOUNT: 30-972-363-0000-6640

AMOUNT: \$150.00 (One Hundred and Fifty Dollars and 00/cents)

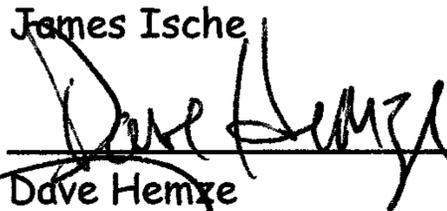
REASON: Plumbing System Deferred Maint/Central Heating Cooling Plant

Department Head Signature: 

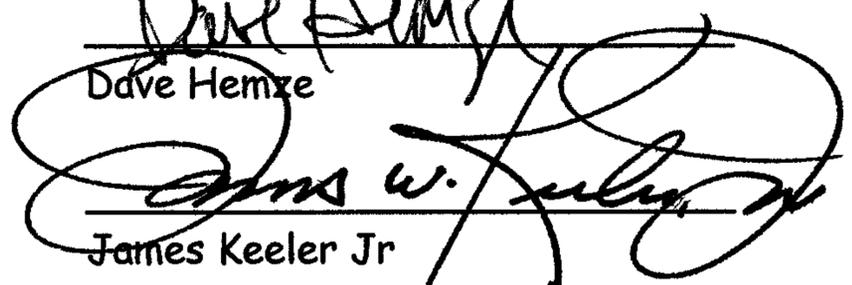
Chairman of County Board

James Ische

County Administrator

  
Dave Hemze

County Attorney

  
James Keeler Jr

Date: \_\_\_\_\_

238506



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Phone: 952 361-1509  
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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: Jane McNaught

ACCOUNT: 11-423-710-3550-6040

AMOUNT: \$6,825

REASON: Dr. McNaught request the remaining amount of fee be paid before releasing her mental health assessment report that was Court ordered and, it needed for Court on Tuesday November 18<sup>th</sup>.

Department Head Signature: Gary Bark

Chairman of County Board

James Ische

County Administrator

David Henze  
David Henze

County Attorney

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

Date: 11/17/08



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : MoA AFSCME Correction of 2009 Wage Schedules

Originating Division: Employee Relations

Meeting Date: 12/2/08

Amount of Time Requested: minutes

Attachments for packet: Yes No

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

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

The County has collective bargaining agreements in place with the AFSCME General, Public Works and Social Services Units for 2007 – 2009. The 2009 wage tables for each of these agreements contain errors on the 2009 wages. The Memoranda of Agreement outline that error and the understanding of the County and the Union to implement an increase in wages for 2009 of 3% over the 2008 rates.

### ACTION REQUESTED:

Motion to approve the Memoranda of Agreement with AFSCME General, Public Works and Social Service Units to correct the clerical error on the 2009 wage tables.

#### FUNDING

County Dollars =	\$
Other Sources & Amounts =	
	= \$
<b>TOTAL</b>	<b>= \$</b>

#### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

#### Related Financial Comments:

The 2009 Budget includes the correct wage increases.

Reviewed by Division Director  
Doris M. Krogman, Employee Relations

Date: 11/20/08



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of bid award to Minnesota Elevator – Justice Center construction**

Originating Division: Administrative Services

Meeting Date: December 2, 2008

Amount of Time Requested: N/A

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The bids have been received for the elevator work scope. You may recall that as part of Bid Package 3, the bids we received were significantly over budget so County staff re-bid this division. We received only one bid although we had expected two or possibly three. One contractor, Lagerquist declined to bid because they were not willing to provide a performance bond, and ThyssenKrupp decided at the last minute not to turn in a bid due to them running out of time to prepare their bid. The low bidder was Minnesota Elevator with a bid of \$213,742 as compared to the budget of \$200,000.

The \$200,000 budget was established through proposals we received from both Minnesota Elevator and Lagerquest Elevator.

Upon initial review the elevator bid appears to be \$13,742 over budget. However, not previously accounted for in the project budget was cost reductions in contracts already awarded for work that is now not required. The reduced work includes deleting foundations at the elevator pit, masonry partitions, demolition work at expanded shaft opening, drywall partitions and plumbing reductions. The cost saving total \$20,916. These cost reductions have not been previously accounted for in the project budget and therefore are an offset to the added cost for the elevator bid. The net impact on the budget related only to the elevator scope of work is \$7,174 added to the project contingency. This does not include the savings in structural steel (\$12,500) which was an alternate that was accepted at the bid of bid award.

Minnesota Elevator has added several conditions to their contract. Risk Management has reviewed these conditions (for example Minnesota Elevator has asked not to waive any rights to subrogation and they will not save, hold harmless or indemnify for actions beyond their control) and has no issues.

**ACTION REQUESTED:** Motion to approve contract pending final review of County Attorney and Risk Management to Minnesota Elevator for \$213,742.

**FUNDING**

County Dollars = \$213,742

Other Sources &amp; Amounts =

= \$

**TOTAL** = \$213,742*Related Financial Comments:***FISCAL IMPACT** None Included in current budget Budget amendment requested Other: Reviewed by Division Director

Date:

**CARVER COUNTY GOVERNMENT CENTER  
 BID PACKAGE # 4 ELEVATOR BID RESULTS  
 BID DATE: NOVEMBER 14, 2008**

**BID RECAP AND RECOMMENDATIONS**

10/24/2008

BIDDER	BASE BID AMOUNT	CONSTRUCTION ESTIMATE	BUDGET	VARIANCE TO BUDGET	COMMENTS AND RECOMMENDATIONS
DIVISION 01: ELEVATOR					
MINNESOTA ELEVATOR	\$213,742.00	\$200,000.00	\$200,000.00	\$13,742.00	We have reviewed the scope of work with Minnesota Elevator and are confident they have bid the intended scope of work. We recommend award of the elevator Bid Division to Minnesota Elevator
Notes	<p>The elevator budget was derived by having two companies review the elevator scope of work and through several revisions we had arrived at a budget for the smaller elevator (consistent with allowances made in the original design) and current code required upgrades to existing elevators. We added about 3% to the quoted amounts for bonding and misc.</p> <p>The elevator bid came in above the budget which caused us to also look at the cost impact to other portions of the project related to this elevator revision. This change in elevator size also reduced the demolition, concrete, masonry, drywall partitions and plumbing. The total saving totals \$20,916, thus offsetting the budget overage for the elevator.</p>				
					We pursued several elevator contractors and received commitments from three that they would provide bids for this bid division. Prior to bid date one contractor indicated they would not bid due to the requirement of a performance bond. Then on bid day the other contractor was unable to complete his bid by the bid time. Therefore we ended up with only one responsive bid.



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : CSAH 10 Right of Way (SP 10-610-30) Negotiated Settlement 22**

Originating Division: Public Works

Meeting Date: 12/2/08

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:** A negotiated settlement for right of way acquisition has been arrived at with another land owner along the CSAH 10 project thru the IversonReuvers law firm and the land owners attorney. Two parcels remain unsettled on this project. Public Works staff have been involved in drafting the settlement and recommend its approval.

**ACTION REQUESTED:** It is requested the County Board pass this resolution.

**FUNDING**

County Dollars = \$17,315.71

Other Sources & Amounts = \$

**TOTAL** = \$17,315.71

Related Financial Comments:

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director  
*JMK*

Date: 11/24/08

S:\Projects\SP10-610-30\RW\RBA22

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

Date: December 2, 2008  
Motion By Commissioner: \_\_\_\_\_

Resolution No: \_\_\_\_\_  
Seconded by Commissioner: \_\_\_\_\_

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**CSAH 10 Right of Way (SP 10-610-30)  
Negotiated Settlement 22**

**WHEREAS, the Carver County Board authorized by resolution, the Public Works Division to negotiate right of way for this project, and**

**WHEREAS, a negotiated settlement has been arrived at with Maurice and Kay Leuthner relating to driveway construction, easement acquisition, and related damages and interest, and**

**WHEREAS, this settlements requires approval of the County Board,**

**NOW THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners approve the above negotiated right of way settlement.**

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 second day of December, 2008, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 2nd day of December, 2008.

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

S: Projects\10-610-30\RW\RWRes22



# REQUEST FOR BOARD ACTION

**AGENDA ITEM :** School Speed Zone – Holy Family High School – Victoria  
CR 18 and Kochia Avenue Intersection Area

Originating Division: Public Works

Meeting Date: December 2, 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:**

The attached drawings illustrate school speed zone options for the segment of CR 18 abutting Holy Family High School in the area of Kochia Avenue. These drawings have been prepared by TKDA (Victoria City Engineering Consultant) and reviewed by Carver County Public Works.

Alternative 2 is the lesser cost option that permits an immediate establishment of a school speed zone on CR 18. It is viewed as the first phase of the school speed zone implementation plan.

The transition from this alternative to the Alternative 1 plan is proposed as a construction project for the early part of the 2009 construction season. Further, it is proposed that the Alternative 1 plan be potentially enhanced by considering the option of adding radar “driver feedback” signing. This type of signing (informs motorists of actual driving speeds) has been shown to be very effective in achieving speed limit conformance.

**ACTION REQUESTED:**

A motion approving the phased implementation of a 25 mph school speed zone on the segment of CR 18 abutting Holy Family High School in Victoria. The phased implementation to progress from the 2008 completion of the Alternate 2 plan through the completion of the Alternate 1 plan in 2009 in a manner generally consistent with the Alternative 1 and 2 drawings prepared by TKDA.

**FUNDING**

County Dollars (2009) = \$ 25,000

Other Sources & Amounts = \$ 0

**TOTAL** = \$ 25,000

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other: (See related financial comments)

*Related Financial Comments:*

Alternate 2 costs included in 2008 budget. Alternate 1 costs to be transfer dollars within Fund 32 from 2009 Bituminous Overlay Program to CR 18 School Speed Zone Project.

Reviewed by Division Director

RMG

Date: November 25, 2008







# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of contract to replace windows at First Street Center – rebid**

Originating Division: Administrative Services

Meeting Date: December 2, 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:**

On November 4<sup>th</sup>, the County Board approved the contract and expenditure to Town and Country Glass for the window replacement project at First Street Center. However, staff has just recently learned that the vendor cannot start or complete the project in a timely manner. Staff re-quoted the project and received an even more competitive bid from Dorglass, Inc. for \$36,600 and is now seeking approval of that contract.

Dorglass, Inc.:	\$36,600
General Conditions	<u>\$ 5,000</u>
Total:	\$41,600

**ACTION REQUESTED:** Motion to approve of the contract with Dorglass, Inc for \$36,600 and general conditions of \$5,000.

**FUNDING**

County Dollars =	\$41,600
Other Sources & Amounts =	
	= \$
<b>TOTAL</b>	<b>= \$ 41,600</b>

**FISCAL IMPACT**

None  
 *Included in current budget*  
 *Budget amendment requested*  
 *Other: Re-allocation of 6640 Facilities Capital Account - Approval of project not included in 2008 budget.*

*Related Financial Comments:*

Reviewed by Division Director

Date: 10/29/2008



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Adopt resolution in support of establishment of employee recognition program**

Originating Division: Employee Relations/Admin Services      Meeting Date: December 2, 2008  
 Amount of Time Requested: 5 minutes      Attachments for packet:  Yes  No  
 Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The General Unit AFSCME Labor Management Committee (LMC) has done annual surveys of the concerns of the employees covered by the LMC. The results identified employee appreciation and recognition as one of the membership's priority concerns.

The LMC assigned a sub-committee to investigate past practices, to identify best practices in other local governments and to make a recommendation for steps to make this available for Carver County.

The sub-committee has developed a draft of a general framework for a dual approach to appreciation and recognition. Members of the subcommittee worked diligently for the past several months drafting language and coordinating with the other LMC's. Those members include Suzanne Hunt, Mike Lein, Kay Lemke, Al Bongard and Steve Taylor.

**ACTION REQUESTED:** Motion to adopt attached resolution.

**FUNDING**

County Dollars = \$1,000.00  
 Other Sources & Amounts =  
 = \$  
**TOTAL** = \$1,000.00

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:*

Reviewed by Division Director

Date: November 13, 2008



BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA
Employee Recognition Program

DATE \_\_\_\_\_
MOTION BY COMMISSIONER \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_
SECONDED BY COMMISSIONER \_\_\_\_\_

WHEREAS, the Carver County Board of Commissioners recognizes that its employees are the organization's most valued asset and resource for providing high-quality public services to the citizens of the County; and

WHEREAS, the County recognizes that there is a tradition of hard and often exemplary work and dedication to public service among its employees; and

WHEREAS, the County wishes to support and encourage the continuation and growth of this tradition and to express its appreciation to employees as a group and individually, countywide and in all divisions and offices; and

WHEREAS, the County's commitment to providing the best service to its citizens and customers by recruiting and hiring talented employees, is strengthened by retaining and motivating those employees; and

WHEREAS, recognizing the accomplishments and innovative approaches of County employees doing the work of the County, improves morale, reinforces the County mission, vision and values, and enhances efficiency, innovation, productivity, and outstanding customer service.

THEREFORE, BE IT RESOLVED, that the Carver County Board of Commissioners approves an employee recognition program and associated policy to be developed and implemented to recognize and reward the excellence of individual employees and/or employee groups; and

BE IT FURTHER RESOLVED, that the recognition program shall provide a reasonable monetary award and/or token of appreciation to the award recipient(s); and

BE IT FURTHER RESOLVED, that the recognition awards, cost, and employee eligibility shall be reviewed on an annual basis; and

BE IT FURTHER RESOLVED, that the recognition program shall include an annual recognition of total years of County service, by identifying those employees with five (5) years of service, and each five-year increment thereafter.

Table with 3 columns: YES, ABSENT, NO. Each column has five horizontal lines for signatures.

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 25th day of November, 2008, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 25th day of November, 2008.

County Administrator

Date 17

**AMENDMENT TO SECTION D. BENEFITS POLICIES OF THE  
PERSONNEL POLICY MANUAL**

**Section D-10 Employee Recognition Program**

**Purpose**

The County sees employees as the organization's most valued asset and resource for providing high-quality public services to the citizens of the County, and wishes to provide formal recognition for tenure, exemplary service and career contributions to its employees.

**Policy**

The Employee Relations Director shall establish and review with the County Administrator annually a method and criteria for three types of employee recognition: Years of service, excellence in specific areas of work, and retirement. For the excellence and retirement recognition an annual monetary limit shall also be established. Any monetary award shall be provided in complete compliance with applicable tax laws.

1. In recognition of total regular years of service as County employees, or elected officials, the County Administrator and Employee Relations Director shall annually determine the form of recognition to be given for five (5) years of service, and each five-year increment thereafter.
2. The County will develop and administer a program which awards the excellence of individual employees and/or employee groups. It will provide a reasonable award and/or token of appreciation to the award recipient(s).
3. A public gathering may be held in recognition of an employee who has resigned or retired. The County may contribute a reasonable amount toward the expenses of such a gathering. The gathering shall be open to staff and the public.
4. The recognition awards, cost, and employee eligibility shall be reviewed on an annual basis by the Employee Relations Director.



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Approval of fiber optic contract with Jaguar Communications

Originating Division: Administrative Services

Meeting Date: December 2, 2008

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** On September 9, 2008 the County Board directed staff to enter into final negotiations with Jaguar Communications to design and install an approximately 70 mile fiber optic loop in the County.

Background:

In order to meet Carver County's current and future communication needs staff is recommending deployment of an approximately 70 miles fiber backbone network connecting county facilities including libraries, city buildings and other public entities. To support this effort, staff developed and published a solicitation (Request for Bid or RFB) for Fiber Optic Network and Service requesting vendors to respond to the County's requirements.

A Selection Committee was formed which included a broad cross section of County stakeholders: based on their analysis and review, the Committee recommended Jaguar Communications. The goals of the proposed fiber optic loop include: 1) Connect County, City, School District and other governmental unit buildings to high speed fiber backbone, 2) Increase efficiency of County/City/School staff 3) Contain current and future costs of connectivity 4) Leverage a public/private partnership – minimizes one time and recurring County costs and 5) Act in the best interest of Carver County residents.

Jaguar's proposal included the following cost information:

Cost to purchase and bury dual duct fiber optic system	\$897,743
Cost to purchase and bury laterals to County/City facilities	122,344
Cost for additional 24 fiber (from 48 to 72)	<u>212,927</u>
	1,233,014
Fiber equipment costs (Owner costs)	<u>120,000</u>
	1,353,014
Contingency of 10%	<u>135,300</u>
Total	\$1,488,314

The above fixed costs would more than double if the County were to do this project on its own. The County will own 60 fiber and lease 12 fiber. That will allow the County the full 72 fiber for expansion purposes and the 60 fiber will satisfy the County's requirements for bandwidth for the foreseeable future. Further, the T-1 savings of \$200,000/yr (costs the County presently incurs) are expected to more than offset the annual costs to own the fiber.

The County and Jaguar have agreed that for significant relocations such as road realignments, the County would reserve \$20,000/year in escrow with Jaguar paying for half of any costs incurred. In addition, Jaguar Communications will maintain the fiber at no cost to the County; at the same time Jaguar will install their fiber to provide high speed connectivity to residents and businesses in Carver County.

In order for the fiber backbone to travel to Hamburg and New Germany, the additional costs, depending on the options are \$145,000, \$194,000, or \$240,000. The lower cost option relates to providing laterals to the two communities; the middle option relates to a reduced fiber count and the last option is an extension of the fiber ring.

Funding for the project would come from a bond sale/capital lease paid for by T-1 savings. Staff will present additional information at the Board meeting regarding the project and related financial information.

The County Attorney's office and Jaguar have successfully negotiated all of the main contractual points.

**ACTION REQUESTED:**

1. Motion to approve contract with Jaguar Communications in the amount of \$1,233,014, general conditions budget of \$120,000, contingency budget of \$135,300, for a fiber optic ring project amount of \$1,488,314
2. Motion to approve \$240,000 alternate to extend the ring to Hamburg and New Germany, additional contingency budget of \$24,000, additional general conditions budget of \$26,600 for an alternate amount of \$290,600 and total fiber optic ring project amount of \$1,778,914.
3. Motion to delegate authority to the Administrative Services Division Director to approve individual change orders for up to \$50,000.
4. Motion to use \$400,000 from the 2008 Budget to finance the 2009 portion of this project and direct the Director of Financial Services to obtain debt financing in 2010 for the remaining portion of the project costs.

**FUNDING**

County Dollars = \$

Other Sources & Amounts =

= \$

**TOTAL** = \$

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

*Related Financial Comments: 2009 project costs will be paid for by the \$400,000 approved in the 2008 Budget. 2010 project costs will be paid for by issuing debt in 2010. The T-1 savings will more than offset the annual debt service from the Fiber Optic Ring financing.*

Reviewed by Division Director

Date: November 22, 2008



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Joint Powers Agreement Establishing the Scott/Carver Transit Partnership

Originating Division: Community Social Services

Meeting Date: 12/2/2008

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:** CSS transit staff have spent the past year working with Scott county transit staff in developing the operating framework for a partnership that would integrate the existing two county transit systems into one. Through the ability to access funding streams previously unavailable to the county, the anticipated outcomes of this proposed partnership are both an increase in transit service level for county residents along with the elimination of the County's tax levy contribution to the program. The Division has already incorporated the reduction in tax levy contribution via this partnership into its' recommended budget reductions for 2009.

**ACTION REQUESTED:** Motion to approve entering into a Joint Powers Agreement Establishing the Scott/Carver Transit Partnership.

### FUNDING

County Dollars =	\$
Other Sources & Amounts =	
Donations =	\$
<b>TOTAL</b>	<b>= \$</b>

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:* Through this partnership the Division anticipates eliminating the County tax levy of \$56,200 budgeted for this program in 2009.

Reviewed by Division Director

Date: November 24, 2008



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Board Resolution Requesting Redirection of Transit Funding to Scott County

Originating Division: Community Social Services

Meeting Date: 12/2/2008

Amount of Time Requested: 5 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The newly created Joint Powers Agreement Establishing the Scott/Carver Transit Partnership designates Scott County as the fiscal agent receiving funds on behalf of both counties. In order to have the 2009 transit funds from MnDOT and the Metropolitan Council which are allocated to Carver County actually sent to Scott County, a formal Board Resolution requesting that action needs to be passed.

**ACTION REQUESTED:** Motion to approve attached resolution requesting for the 2009 contract year MNDOT and the Metropolitan Council reimburse Scott County directly for all revenue requests received from the Scott/Carver Transit Partnership attributable to Carver County.

### FUNDING

County Dollars =	\$
Other Sources & Amounts =	
Donations	= \$
<b>TOTAL</b>	<b>= \$</b>

### FISCAL IMPACT

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

*Related Financial Comments:*

Reviewed by Division Director

Date: November 24, 2008



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

Date: \_\_\_\_\_  
Motion by Commissioner: \_\_\_\_\_

Resolution No: \_\_\_\_\_  
Seconded by Commissioner: \_\_\_\_\_

**RESOLUTION REQUESTING REDIRECTING OF FUNDING TO SCOTT COUNTY  
TO PROVIDE PUBLIC TRANSPORTATION SERVICES IN  
THE SCOTT/CARVER SERVICE AREA**

**WHEREAS**, Carver County has applied to the MN Department of Transportation for 2009 transit operating funds under the Federal 5311 grant and to the Metropolitan Council for 2009 PBF transit operating funds; and

**WHEREAS**, the counties of Scott and Carver have established a Joint Powers Agreement to cooperatively work together to provide transportation services to the residents of Scott and Carver counties through partnering of existing resources and developing expanded transit services; and

**WHEREAS**, the Joint Powers Agreement stipulates that Scott County will act as the fiscal agent for the Scott/Carver partnership, receiving funds on behalf of both Counties for the administration of the program and services;

**THEREFORE BE IT RESOLVED**, that Carver County requests for the 2009 contract year the MN Department of Transportation reimburse Scott County directly for all revenue requests received from the Scott/Carver Transit Partnership attributable to Carver County's 2009 Federal 5311 grant; and

**THEREFORE BE IT FURTHER RESOLVED**, that Carver County requests for the 2009 contract year the Metropolitan Council reimburse Scott County directly for all revenue requests received from the Scott/Carver Transit Partnership attributable to Carver County's 2009 PBF transit operating funds.

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

**CERTIFICATION**

I, Dave 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.

Notary: \_\_\_\_\_

\_\_\_\_\_  
Dave Hemze

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



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Taxpayer Services - Elections**

Originating Division: Taxpayer Services - Elections

Meeting Date: Dec. 2, 2008

Amount of Time Requested: 15 minutes

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

Update Board on Recount status and procedure.

**ACTION REQUESTED:****FUNDING**

County Dollars = \$

Other Sources &amp; Amounts = \$

**TOTAL** = \$*Related Financial Comments:***FISCAL IMPACT** None Included in current budget Budget amendment requested Other: Reviewed by Division Director

Date: 11-25-08



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Appeals to the Proposed Amendments to the Administrator's Recommended 2009 Budget**

Originating Division: Financial Services

Meeting Date: December 2<sup>nd</sup>, 2008

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

At the November 25<sup>th</sup> board meeting, the Proposed Amendments to the Administrator's Recommended 2009 Budget (Zero Impact) with a 4.5% levy increase was presented to the Board. The County Board will hear the attached appeals to the Proposed Amendments at this work session.

Individuals appealing have been notified that they will have a 10 minute time limit and should designate a spokesperson to present the appeal.

**ACTION REQUESTED:** None

**FUNDING**

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

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other: See explanation above

*Related Financial Comments:*

Reviewed by Division Director

Date: 11/24/08



**Office of Finance Director**  
Carver County Government Center  
Administration Building  
600 East Fourth Street  
Chaska, MN 55318-1202  
Phone: 952-361-1506

## 2009 BUDGET APPEAL FORM

Name of Appealing Organization/Individual Jim Huckenpoehler

Original Budget Amount \$ \_\_\_\_\_ Recommended Cut \$ \_\_\_\_\_

Brief Impact Statement from Proposed Cut:

Reduction of the IS Support Analyst roles from 3.0 FTE to 2.0 FTE will result in delayed support for County staff and departments.

A recent IS survey showed "There was a decrease of 12% in the HelpStar rating of overall response time for services provided." And "There was a decrease of 8% in the rating of overall technical desktop support." Please see attached.

Name of Spokesperson Jim Huckenpoehler

Best Way to contact:

Phone number 952.442.4390 Email Jim.Huckenpoehler@mchsi.com

Please return this completed form to Diane Wabbe by **Tuesday November 25<sup>th</sup>**: 600 East 4<sup>th</sup> Street, Chaska, MN 55318 or email at [dwabbe@co.carver.mn.us](mailto:dwabbe@co.carver.mn.us)

If you have any questions about the appeal process and/or the Administrator's Amended 2009 Budget Recommendation, please contact the County's Director of Financial Services, David Frischmon at 952-361-5306 or email at [dfrischmon@co.carver.mn.us](mailto:dfrischmon@co.carver.mn.us)

---

**From:** Rhonda Lynch  
**Sent:** Tuesday, September 30, 2008 7:23 AM  
**To:** All Users  
**Subject:** FW: survey results - email to employees

Good Morning,

The purpose of this email is to provide an informational follow up to the online survey completed by 148 County employees on the services and support provided by Information Services (IS) Department.

Below is a brief summary of survey results and action plan; where possible survey results from 2007 where compared to 2008.

- Support Services;
  - Web Services –
    - There was an increase of 14% in the rating for our internet services.
    - There was an increase of 8% in the rating for intranet services. Your comments have been shared with our Web Master who is developing a plan of action and working with our internet/intranet committee on your concerns.
  - Technical Services
    - There was a decrease of 12% in the HelpStar rating of overall response time for services provided.
    - There was a decrease of 8% in the rating of overall technical desktop support.
  - Previous year ratings for GIS (Geographic Information Services), RM/CS (Records Management/Central Services), PMO (Project Management Office) not available.
    - GIS – Where the definition of GIS was known the ratings and comments where satisfactory or better.
    - RM/CS – Where the definition of RM/CS was known the ratings and comments where satisfactory with a few exceptions in the comments area.
    - PMO – Where the definition of PMO was known the ratings were mixed. Based on the comments the expectations of the PMO are not always aligned with the definition for this area of IS.
  
- Too many acronyms
  - I take full responsibility for this one; I too often think all folks live in my world. My sincere apology for not clearly defining each Unit of responsibility within IS. Following is the intranet links to learn more about each Unit within IS.
    - Project Management Office (PMO)  
[http://intranet.co.carver.mn.us/administrative\\_services/information\\_services/pm\\_o/index.html](http://intranet.co.carver.mn.us/administrative_services/information_services/pm_o/index.html)
    - Geographical Information Services (GIS)  
[http://intranet.co.carver.mn.us/administrative\\_services/information\\_services/gis/index.html](http://intranet.co.carver.mn.us/administrative_services/information_services/gis/index.html)
    - Record Management/Central Service (RM/CS)  
[http://intranet.co.carver.mn.us/administrative\\_services/information\\_services/records\\_management/index.html](http://intranet.co.carver.mn.us/administrative_services/information_services/records_management/index.html)
    - Technical Services (TS)  
[http://intranet.co.carver.mn.us/administrative\\_services/information\\_services/technical\\_support/index.html](http://intranet.co.carver.mn.us/administrative_services/information_services/technical_support/index.html)
    - Web Services (WS)  
[http://intranet.co.carver.mn.us/administrative\\_services/information\\_services/web\\_master/index.html](http://intranet.co.carver.mn.us/administrative_services/information_services/web_master/index.html)

- Database Administration (DBA)  
[http://intranet.co.carver.mn.us/administrative\\_services/information\\_services/dba.html](http://intranet.co.carver.mn.us/administrative_services/information_services/dba.html)
- Most do know if the Information Services Planning Document aligns with the objective and goals of County divisions.
  - The Information Services Planning Document outlines initiatives that have a countywide impact. These initiatives are designed to assist employee efficiency and productivity.
  - County wide initiatives are funded by IS, sponsored by Administrative Services Division Director Steve Taylor and managed by me.
  - County wide initiatives are coordinated by the Project Management Office (PMO).
  - IS unit supervisors, Database Administrator, Web Master, and IS senior staff are key contributors for making countywide project milestone markers.
  - Countywide projects include;
    - High Speed Connectivity – Fiber ring for all county buildings.
    - On Base Software Implementation – Electronic storage and retrieval of county documents.
    - SharePoint – internet/intranet content management and electronic workflow assistance.
    - Office 2007 – Upgrade to our new office suite solution.
    - GIS – Analysis of county data with map representation.
    - Web Service – Employee and Citizen access point for information about Carver County services and development of self service tools.

**NEXT STEPS;**

- Each Unit Supervisor and the Web Master will develop a plan to address the comments provided.
- We will share the action plan to address your comments in late October.

We want to thank all of those who completed the survey, we take your comments seriously, and we are working on improving services provided.

Please feel free to contact me directly with any service concerns you have.

Rhonda Lynch  
 Carver County  
 Information Services  
 phone - 952-361-1519  
 fax - 952-361-1582  
[rlynch@co.carver.mn.us](mailto:rlynch@co.carver.mn.us)



**Office of Finance Director**  
Carver County Government Center  
Administration Building  
600 East Fourth Street  
Chaska, MN 55318-1202  
Phone: 952-361-1506

## **2009 BUDGET APPEAL FORM**

Name of Appealing Organization/Individual: Carver County Social Services Waconia ALC/ Sue Sexton

Original Budget Amount \$ Uncertain

Recommended Cut \$79,556 (2 FTE Mental Health Therapists)

### **Brief Impact Statement from Proposed Cut:**

My name is Sue Sexton and I am a recent hire with the Social Services Program as a Therapist at the Waconia ALC. The ALC is an alternative high school that is a last stop for most high school teenagers, who are considered "at-risk youth". This term gets tossed around a lot these days, and in this setting it is not only academics that these kids are at-risk with but also their overall mental health status. Many, if not all of these teenagers are already involved in the criminal system with a juvenile record on hand, have chemical abuse or dependency issues, have been exposed to or engage in violent and aggressive acts to get their needs met, and have major mental health diagnoses that need treatment. These patterns will continue into each of these teenagers' adulthood, if we don't intervene. These "at-risk" youth are developmentally at a stage where in the next few years their personality will become fully engrained and they will become who they will be as an adult. Counseling assists these teenagers in overcoming major mental health problems by assisting them in building a positive and stable adult attachment; building alternative coping skills to use instead of drugs, alcohol, or injurious behavior to get their needs met; and ultimately someone to assist them in building future goals and assisting them in attaining them. Without counseling, these kids will continue to become drug addicts, engage in violent crimes, become involved in unhealthy relationships, become single parents, and ultimately many of these teenagers will end up in and out of the correctional system the rest of their lives.

Now, I could argue that counseling is the socially just thing to do, but I won't even touch on that argument. Instead, this can be an economic decision. By choosing to save programs similar to this and invest in new programs, it will cost the county less money to treat these youth now than what it will be to pay for more police officers to patrol and arrest; public defenders and court expenses; jails and prisons; parole and probation officers to follow after release; social workers to assist our youth in obtaining social service programs like welfare, child protection, or therapy for their children 10 years down the road because the "cycle" has continued itself. We know through research that there is a cyclical nature to problems described above, especially when there isn't intervention at an optimal time. Everyone knows the phrase "A stitch in time saves nine". By not addressing the problem now, the county will spend exponentially more. I understand that we cannot save all of our youth, but cutting these programs will prevent us from saving even those that could receive some benefit.

Lastly, many of our youth have experienced cumulative fractured attachments to adults in their lives. During my short tenure at the ALC, I have encountered many cautious, anxious, and ambivalent attachment styles with the students. This is the first time that a FT Therapist is available at the ALC. Many of the major mental health concerns could not be properly addressed, due to the therapist being stretched thin between 2-3 programs. Since these youth have experienced cumulative losses, their slow and cautious pace at attaching affects the amount of therapeutic gain when new therapists continue to

cycle in and out of programs. Stability and availability are primary when we are providing a mental health service – the relationship is a curative factor in therapy. If the Visions program is cut, this means that Therapists in many of the programs are going to be “bumping” based on seniority. Each program will have a shift in the primary adult, who ultimately will disrupt the previous attachments formed, create greater distrust towards the new therapist, and create a greater gap between the desired and real efficacy achieved through the service we are attempting to provide – mental health symptom relief. This needs to be taken into consideration just as much as the economic factors...”a stitch in time saves nine”.

Thank you for your time.

Name of Spokesperson Susan (Sue) Sexton , MA LP

Best Way to contact:

Address 4835 Babcock Trail # 101 Inver Grove Heights, MN 55077

Phone number 651-246-3372 Email ssexton@co.carver.mn.us

Please return this completed form to Diane Wabbe by **Tuesday November 25<sup>th</sup>**: 600 East 4<sup>th</sup> Street, Chaska, MN 55318 or email at [dwabbe@co.carver.mn.us](mailto:dwabbe@co.carver.mn.us)

If you have any questions about the appeal process and/or the Administrator’s Amended 2009 Budget Recommendation, please contact the County’s Director of Financial Services, David Frischmon at 952-361-5306 or email at [dfrischmon@co.carver.mn.us](mailto:dfrischmon@co.carver.mn.us)

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## 2009 BUDGET APPEAL FORM

Name of Appealing Organization/Individual: Carver County Social Services Stepping Stones, Chaska - Charlene Forcier MS, LMFT and Kristin Otto EBD/LD Teacher

Original Budget Amount \$ Uncertain Recommended Cut \$ 79,556 (2 FTE Mental Health Therapists)

### Brief Impact Statement from Proposed Cut:

My name is Charlene Forcier I speak as both a Carver County Resident as well as a Carver County employee. I have built my career around providing services to children and families who deal with a variety of issues involving mental health.

I was recently given the wonderful opportunity to work and give back to the community in which I have lived my entire life. In October of this year I was hired by Carver County to be the therapist working with the Stepping Stones program. As most are aware, this program is an EBD classroom for children in Kindergarten through 5<sup>th</sup> grade. I feel I have been truly blessed to work with a wonderful program. I have seen first hand what a program like Stepping Stones can do for a child who has emotional or behavioral problems and are not succeeding in mainstream school and/or causing a great deal of stress at home. I see these children gain a sense of self worth, experience success, excel academically, emotionally and socially through participation in this program. In my short time here I have heard stories from parents and seen first hand how families have been positively affected because of the academic and therapeutic services their children have received.

I have also gained knowledge about other wonderful programs Carver County provides similar to this such as, Visions, ASCENT, Passages, ALC, and Prep Adventures. It gave me a sense of pride to be from a county who cares so deeply about our children, their families, and their futures. After all these children are our future residents, leaders, consumers, and tax payers. Unfortunately this feeling has been short lived as I recently found out about Carver County's ideas/plans on how to keep taxes down by its proposed budget cuts.

Funding of services like the ones mentioned above is money well spent. Spending the money for these types of programs saves the tax payers of Carver County money in the future. I am asking Carver County to continue choosing to spare programs like these. Spend a relatively small amount money now by invest in the treatment of these children and families now rather than later. If we don't, we will pay for it the future. In the future we will have to spend a great deal of money by having to increase the corrections budget for more police officers to address an increase of crime, public defenders and court expenses, additions to jails, parole officers, probation officers. There will also need to be more funding for social workers to assist our children who are now adults, in obtaining social service programs like welfare, child protection, or in-home therapy.

Many of our Stepping Stones children will go on to programs like Visions that will address the emotional issues they are dealing with or ASCENT that will deal with the more behavioral issues. Without programs like this where will they get the services they need to continue to succeed? How will their needs be met? The closing of Visions will also affect the children currently in the Stepping Stones program as it will most likely mean they will have a new therapist. This will be their 3<sup>rd</sup> therapist within one year's time. These children need stability. Parents have already raised some concern regarding the

interruption of the therapeutic process and the need to start over when a new therapist comes on board. The potential in upset parents could ultimately mean kids leaving the program. These parents are Carver County residents who have an expectation regarding the level of services provided to their children.

I am urging Carver County to look at the appropriateness of cutting programs like Visions which is working to ensure a better future for our children and hope to our families.

Name of Spokesperson: Charlene Forcier

Best Way to contact: Cell phone 612-247-2619

Address: 501 Stevens St SE Watertown, MN 55388

Phone number: 952-955-2229 Email: cforcier@co.carver.mn.us

Please return this completed form to Diane Wabbe by **Tuesday November 25<sup>th</sup>**: 600 East 4<sup>th</sup> Street, Chaska, MN 55318 or email at dwabbe@co.carver.mn.us

If you have any questions about the appeal process and/or the Administrator's Amended 2009 Budget Recommendation, please contact the County's Director of Financial Services, David Frischmon at 952-361-5306 or email at dfrischmon@co.carver.mn.us

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# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Administrator's Recommended 2010 Long Term Financial Plan

Originating Division: Administration

Meeting Date: November 25<sup>th</sup>, 2008

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The County Board directed Staff to "connect financial strategies to the County's short and long-term strategic goals and objectives". The Administrator's Recommended 2009 Budget connects financial strategies to the County's 2009 strategic goals and objectives. The attached Administrator's Recommended 2010 Long Term Financial Plan connects financial strategies to the County's strategic goals and objectives for 2010 and beyond. The County Administrator and Financial Services Director will present an overview of the County's Capital Improvement Plans and the financial challenges facing future County Budgets.

**ACTION REQUESTED:** None

### FUNDING

County Dollars = \$

Other Sources & Amounts = \$

= \$

**TOTAL** = \$

*Related Financial Comments:*

### FISCAL IMPACT

None (for now)

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

Date: 11/17/08



**CARVER  
COUNTY**

---

**BOARD OF COMMISSIONERS**

**FY 2010  
Long Term  
Financial Plan**

**CARVER COUNTY**  
**Board of Commissioners**

---

Jim Ische, Chair  
District #5

Gayle Degler  
District #1

Tom Workman  
District #2

Randy Maluchnik  
District #3

Tim Lynch, Vice-Chair  
District #4

**Elected Staff**

---

**Attorney**

James Keeler

**Sheriff**

Bud Olson

**Appointed Staff**

---

**County Administrator**  
David Hemze

**Administrative Services Director**  
Steve Taylor

**Employee Relations Director**  
Doris Krogman

**Financial Services Director**  
David Frischmon

**Community Social Services Director**  
Gary Bork

**Public Health Director**  
Del Hurt

**Land & Water Services Director**  
Dave Drealan

**Public Works Director**  
Roger Gustafson

**Property Records & Taxpayer Services Director**  
Mark Lundgren

# Table of Contents

- I. **ELECTED AND APPOINTED OFFICIALS** .....2
- II. **ADMINISTRATOR’S EXECUTIVE SUMMARY** .....4
- III. **CAPITAL IMPROVEMENT PLANS (CIP)**.....6
  - A. Buildings CIP: Fund #30 ..... 7-8
  - B. Lake Waconia Ballroom CIP: Fund #30..... 9-10
  - C. Roads & Bridges CIP: Fund #32..... 11-12
  - D. Trails CIP: Fund #15..... 13-14
- IV. **LAND ACQUISITION AND DEVELOPMENT - PARKS** ..... 15-16
- V. **PERSONNEL COSTS**..... 17
  - A. FTEs per Thousand Residents .....17
  - B. Employee Health Insurance.....18
  - C. Other Post Employment Benefits.....19
- VI. **ATTACHMENTS** ..... 20
  - A. Consolidated Listing of Capital Projects .....A-1 \_ A-7
  - B. Capital Projects Summary by Fund:
    - i. Buildings CIP: Fund #30.....B-1\_B-2
    - ii. Roads & Bridges CIP: Fund #32 .....B-3\_B-4
    - iii. Trails CIP: Fund #15 .....B-5\_B-6
    - iv. Facilities & Equipment: Funds #1,3,11&14.....B-7\_B-18
    - v. Debt Service: Fund #35.....B-19
  - C. Capital Projects Summary by Department ..... C-1\_C-14
  - D. Individual Capital Projects ..... D-1\_D-294
  - E. Technology Projects Leveraging Staff Efficiency Gains..... E-1
  - F. Intergovernmental Partnerships and Cooperative Ventures ..... F-1
  - G. Joint Activities between Scott and Carver Counties.....G-1

Detailed listings not included in this packet

## I. ADMINISTRATOR'S EXECUTIVE SUMMARY

This Administrator's Recommended 2010 Long Term Financial Plan, along with this Administrator's Recommended 2009 Annual Budget, fulfills the County Board's direction to "connect financial strategies to the County's short and long-term strategic goals and objectives".

The Administrator's Recommended 2010 Long Term Financial Plan focuses on three cost drivers that will significantly impact future Annual Budgets:

### 1. Capital Improvement Plans - Buildings, Roads & Bridges and Trails:

The County Board's policy is for the County's growing tax base to finance capital projects that are being driven by the County's growth. In 2010 and in subsequent years, the plan is to capture a portion of the County's increasing tax base from new construction by increasing the County's Capital Levy by:

- \$150K for Buildings, and
- \$150K for Road & Bridges

As a reference point, the Administrator's Recommended 2009 Annual Budget includes a \$200K increase in the Building Capital Levy and a \$275K increase to the Road Debt Service Levy.

### 2. Land Acquisition and Development - Parks:

The only identified need for land at this time is future park development. In past years, the County has been reimbursed 100% from the Met Council for parkland acquisitions. Starting in 2009, the Met Council requires a non-reimbursable local contribution. Thus, the Administrator's Recommended 2009 Annual Budget includes a new \$50K Parkland Acquisition Capital Levy. For 2010 and 2011, the plan includes capturing a portion of the County's increasing tax base from new construction by increasing the Parkland Acquisition Capital Levy by \$50K each year.

### 3. Personnel Costs:

Personnel costs are the largest portion of the County's Budget and have recently been increasing faster than the rate of inflation. This Plan identifies three strategies for addressing this potentially budget busting cost driver.

The increased Capital Levies, along with continuing the Debt Service Levy from past bond sales, are expected to provide the financial capacity for the County's building, road & bridge and trail capital projects and park land acquisition for the next 5 - 10 years.

This Plan is not a budget but rather a non-binding assertion of future intent. Ideally, individual elements of the Plan will be systematically implemented each year as part of the Annual Budget process. The County Board carries the ultimate budget authority. The Final 2009 Annual Budget and the 2010 Long Term Financial Plan will be considered for approval at the December 16, 2008 County Board meeting.

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

## II. CAPITAL IMPROVEMENT PLANS

A Capital Improvement Plan (CIP) is created to provide a stable and sustainable road-map for funding future capital projects. Financing and developing capital projects often takes several years due to the increasing complex financial and regulatory environment. A CIP ensures a long range perspective for capital projects and provides for efficient project tracking from their inception to construction.

By design, a CIP is fluid because future priorities can change dramatically based on current circumstances. Thus, projects listed for the next year are approved in the Annual Budget whereas projects listed beyond the next year are merely considered placeholders.

The County's CIPs have been developed by prioritizing a list of capital projects based on the estimated earliest year needed. The estimated total project cost is listed which includes construction costs, soft costs (engineering, legal, administration), and contingencies. An inflation factor is then added based on the number of years before the project is estimated to start. Funding sources are also identified. At the bottom is a summary of the projected fund balance for future years based on the timing and cost of the projects and the estimated funding sources. Projected deficits in future years indicate that additional capital project funding needs to be identified and/or capital projects need to be pushed back until the necessary financial resources are available.

Carver County has three CIPs:

- Buildings (including the Lake Waconia Ballroom) – Fund #30,
- Roads & Bridges – Fund #32, and
- Trails – Fund #15.

A. BUILDINGS CIP - Fund #30

This CIP finances a comprehensive list of capital projects thru 2020 totaling over \$34M for:

- Justice Center/Government Center/License Center expansions and remodeling,
- Library books and shelves for Norwood Young America, Victoria and Carver,
- A joint MNDOT truck facility,
- Technology upgrades and a fiber ring for all County buildings, and
- Construction of two 20K sq. ft. off-Courthouse campus County buildings.

The primary revenue sources are the County's increasing property tax base from new construction and transfers from the Year-End-Savings (Y.E.S.) account.

A \$1.5M fiber optic project to link all County Buildings with a fiber ring is expected to start in 2009 and be completed in 2010. The \$1.5M project will be financed initially with a \$400K cash payment allocated in the 2008 Budget and the remaining \$1.1M financed by lease purchase financing. The first lease purchase payment of approximately \$125K is expected to be made in 2010 which will be offset by the County saving over \$200K because the current T-1 lines that connect County buildings will no longer be needed.

In 2010, a new joint public works truck site is expected to be built in Chaska that will be co-owned with the State of Minnesota. The County plans to finance its portion of the new building from the land sale of the current public works site in Chaska and a bond sale with the debt service paid for by continuing an existing debt service levy from the 1995 jail expansion project that will be paid off in 2009. The bond sale proceeds are also expected to be used to finance a 2010 Norwood Young America library expansion.

In 2015 and 2025, two new County buildings are planned to be built in Cologne and Waconia as the County is expected to outgrow the Chaska Courthouse campus. Financing for these two new county buildings is expected to be paid for by continuing an existing debt service levy from the Jail and Capital Improvement Bonds that will be paid off in 2014 and capturing a portion of the County's new construction by incrementally increasing the building capital levy by \$150K.

Please see the Buildings CIP summary on the next page for further details.

**BUILDINGS**  
**CAPITAL IMPROVEMENT PLAN - Fund #30**  
**2009**

DESCRIPTION	ESTIMATED YEAR NEEDED	ESTIMATED PROJECT COST	ESTIMATED PROJECT COST PLUS INFLATION
<b>JUSTICE CENTER ("JC") AND GOVERNMENT CENTER ("GC")</b>			
PHASE Ia Courts 2nd floor w 4th courtroom/Lower level and LEC Build-out	2008	8,200,000	8,200,000
PHASE Ib Central Plant Project (boiler, chillers, roofs, etc) (2)	2008	5,500,000	5,500,000
PHASE IIa: Fifth Courtroom Remodeling of Justice Center 2nd Floor	2012	300,000	\$340,000
PHASE IIb Parking Expansion - GC	2014	1,100,000	\$1,340,000
PHASE IIc Sixth Courtroom Remodeling of Justice Center 2nd Floor	2015	1,542,000	\$1,950,000
PHASE IIIb Gov't Center Renovations after 1st new building	2016	2,800,000	3,685,000
PHASE IVb Gov't Center Renovations after 2nd new building	2026	2,800,000	\$4,310,000
<b>LICENSE CENTERS:</b>			
License Center - Chaska remodel	2008	1,200,000	1,200,000
License Center - Chanhassen new	2008	3,500,000	3,500,000
<b>JOINT MNDOT/PUBLIC WORKS FACILITY (1).</b>			
County contribution 20% of total project cost	2010	1,800,000	\$1,870,000
<b>LIBRARIES (2):</b>			
Norwood Young America Expansion	2010	870,000	\$900,000
Victoria - New	2012	1,130,000	\$1,270,000
Carver - New	2014	1,200,000	\$1,460,000
<b>TECHNOLOGY:</b>			
Network and Cabling for new buildings and significant remodeling projects	2009 - 2014	200,000	200,000
Fiber Optic Loop connecting county buildings (3)	2009	1,500,000	1,500,000
<b>LAND ACQUISITION:</b>			
2007 - Chan License Center land plus preliminary architectural/construction manager services thru 9-07	2007	645,000	645,000
2008 - Land for New County Building - Off Courthouse Campus (Phase IIIa or IVa)	2008	1,000,000	1,000,000
<b>NEW COUNTY BUILDINGS - OFF COURTHOUSE CAMPUS:</b>			
PHASE IIIa New Building not on Chaska Courthouse Campus (20K sq ft.)	2015	5,000,000	\$6,330,000
PHASE IVa New Building not on Chaska Courthouse Campus (20K sq ft.)	2025	5,000,000	\$7,700,000

Projects Total \$ 45,287,000 \$ 52,900,000  
 Less Previously Financed (20,045,000)  
 Amount to be Financed \$ 32,855,000

	2009	2010	2011	2012	2013	2014
BEG FUND BALANCE	\$ 35,000	\$ 35,000	\$ 85,000	\$ 385,000	\$ 100,000	\$ 575,000
Building Capital Levy	200,000	350,000	500,000	650,000	800,000	950,000
Bond Sale/Sale of Land and Public Works Land (1)	-	2,670,000	-	1,000,000	-	1,800,000
Fiber Optic lease purchase financing and \$400K rollover from 2008 Budget (3)	1,500,000	-	-	-	-	-
Debt Service payments - new bond sales	-	-	-	(125,000)	(125,000)	(325,000)
Project Costs	(1,700,000)	(2,970,000)	(200,000)	(1,810,000)	(200,000)	(3,000,000)
<b>PROJECTED YEAR END FUND BALANCE - (Fund #30)</b>	<b>\$ 35,000</b>	<b>\$ 85,000</b>	<b>\$ 385,000</b>	<b>\$ 100,000</b>	<b>\$ 575,000</b>	<b>\$ -</b>

(1) Financing will be a combination of public works land sale proceeds and/or bond 2010 proceeds with debt service paid by continuing levy for courthouse lease payments which end in 2009, and/or the building capital levy  
 (2) Cities provide the library buildings, County CIP pays for the initial set of books, shelves, etc and County Operating Budget pays for operational costs including staff  
 (3) Debt service for first fiber optic lease/purchase payment in 2010 will be offset by \$200K T-1 savings and thus will not impact the levy or this CIP

**Buildings CIP (cont.)**

	(1)								
	2014	2015	2016	2017	2018	2019	2020		
BEG. RESERVE BALANCE:	\$ 575,000	\$ -	\$ 4,495,000	\$ 435,000	\$ 210,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000
Building Capital Levy	950,000	1,100,000	1,250,000	1,400,000	1,550,000	1,625,000	1,625,000	1,625,000	1,625,000
Other Sources - Bond sale/Land Sale/YES Account transfer	1,800,000	12,000,000	-	-	-	-	-	-	-
Interest Income (if any)	-	-	-	-	-	-	-	-	-
Debt Service -new bond sales	(325,000)	(325,000)	(1,625,000)	(1,625,000)	(1,625,000)	(1,625,000)	(1,625,000)	(1,625,000)	(1,625,000)
Project Costs	(3,000,000)	(8,280,000)	(3,685,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>YEAR ENDING RESERVE BALANCE</b>	<b>\$ -</b>	<b>\$ 4,495,000</b>	<b>\$ 435,000</b>	<b>\$ 210,000</b>	<b>\$ 135,000</b>				

(1) Debt service ends for '97 and '98 Jail and Capital Improvement Bonds

B. LAKE WACONIA BALLROOM CIP – FUND #30

In 2008, the County advance funded \$2.4M for the Lake Waconia Ballroom acquisition consistent with the County's Master Plan for Lake Waconia Regional Park ("LWRP"). The County Board indicated an interest in keeping the Ballroom open until the County was ready to implement the next stage of the LWRP Master Plan. Thus, County staff issued an RFP for service providers to continue the Ballroom operations.

County Staff is currently negotiating a 5 year lease with Lancer Hospitality who has similar relationships with other government entities throughout the metro area. Lancer has proposed investing \$250K of its own money to upgrade the Ballroom facility and to pay 10% - 12% of its gross receipts to the County over the next five years. Any funds the County receives from Ballroom operations will be required to be put back into the Ballroom Building and Grounds in compliance with the Met Council's advance funding agreement.

Please see the Ballroom CIP for more details.

**LAKE WACONIA BALLROOM BUILDING AND GROUNDS  
CAPITAL IMPROVEMENT PLAN - Fund #30  
2009**

DESCRIPTION	ESTIMATED	ESTIMATED	BALLROOM	LANCER
	YEAR NEEDED	PROJECT COST	CIP	
<b>Landlord Responsibility - County:</b>				
Preventative Maintenance, Service calls, etc.	2009 - 2013	17,000	17,000	
Capital Equipment Repair and Replacement	2009 - 2013	16,000	16,000	
Building and Grounds Insurance Premium	2009 - 2013	7,000	7,000	
<b>Tenant Responsibility - Lancer:</b>				
Update kitchen, building interior and exterior	2009	250,000	-	250,000
<b>Items of mutual interest:</b>				
Parking lot, landscaping, etc.	2009	TBD	??	??
ADA Compliance	2009	TBD	??	??
<b>Totals</b>				
		\$ 290,000		

BEG. FUND BALANCE:						
Percentage of Gross Receipts (1)	2009	2010	2011	2012	2013	
Annual Maintenance, Replacement Costs & Insurance premiums	\$ 50,000	\$ 110,000	\$ 120,000	\$ 120,000	\$ 120,000	
One-Time Project Costs TBD (Items of mutual interest)	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)	
<b>PROJECTED YEAR END FUND BALANCE (2): (Fund #30)</b>	<b>\$ 10,000</b>	<b>\$ 80,000</b>	<b>\$ 160,000</b>	<b>\$ 240,000</b>	<b>\$ 320,000</b>	

(1) Lancer projected gross receipts of \$1.5M in the 2nd year. Conservatively assuming 1st year sales of \$500K with 10% rate, 2nd year sales of \$1M with 11% rate, 3rd year \$1M with 12% rate  
 (2) Use of these funds is restricted by Met Council bonding authority which was used to fund the Ballroom acquisition

C. ROADS & BRIDGES CIP – FUND #32

This CIP includes \$8.9M (estimate does not include inflation) of County funds over the next five years for Road & Bridge projects including resurfacing, right-of-way acquisition and engineering.

Non-County revenue sources will also be spent on these projects which will be in various stages of design and construction during the next five years. These Federal, State Aid, City, and other contributions are critical revenue sources in reaching total project funding for the projects contained in the Road and Bridge CIP. However, these other contributions are not included in this CIP because they are in such a state of constant change.

In 2010, this Plan proposes to capture a portion of the County's tax base created from new construction by incrementally increasing the Road & Bridge Capital Levy by \$150,000 each year. This Road & Bridge Capital Levy will build financial capacity for a planned 2010 bond sale to partially address the \$21M unfunded list of "pending" projects that are included in this CIP. The rest of the funding gap will be closed by either finding additional funding from bond sales, other sources and/or delaying the projects.

Please see the Roads and Bridges CIP summary on the next page for further details.

**ROAD & BRIDGE  
CAPITAL IMPROVEMENT PLAN - Fund #32  
2009**

DESCRIPTION	ESTIMATED YEAR NEEDED	ESTIMATED COUNTY CONTRIBUTION
<b>COUNTY PORTION OF ROAD &amp; BRIDGE PROJECTS:</b>		
2009	2009	1,343,000
2010	2010	1,930,000
2011	2011	1,300,000
2012	2012	1,440,000
2013	2013	2,887,000
Unfunded/"Pending" (1)	????	21,807,000

Totals \$ 30,707,000

PROJECTED BEG. FUND BALANCE:

	2009	2010	2011	2012	2013	Unfunded (1)
Road & Bridge Capital Levy - Maintenance	\$389,000	\$ 546,000	\$ 366,000	\$ 1,066,000	\$ 1,876,000	\$ -
Road & Bridge Capital Levy - Debt Service (Projected from new construction tax base)	1,500,000	1,600,000	1,700,000	1,800,000	1,800,000	-
Projected Wheelage Taxes	-	150,000	300,000	450,000	600,000	-
Projected Additional Bond Proceeds in 2010 - Projects and amount to be determined in 2009	315,000	315,000	315,000	315,000	315,000	-
Transfer to Debt Service Fund for Wheelage Tax supported bonds principal and interest	(315,000)	(315,000)	(315,000)	(315,000)	(315,000)	-
Summary of Road & Bridge Projects listed in Long Term Financial Plan:						
Pre-Construction Services (Object Code 6260*)	(22,000)	-	-	-	(412,000)	(1,715,000)
County Portion Road & Bridge Construction Projects (Object Code 6281 *)	(83,000)	(730,000)	-	(40,000)	(975,000)	(19,072,000)
Annual Road Resurfacing Costs (Object Code 6284*)	(1,200,000)	(1,200,000)	(1,300,000)	(1,400,000)	(1,500,000)	-
Right-of-Way Acquisition (Object Code 6285*)	(38,000)	-	-	-	-	(1,020,000)
Culvert Replacement (Object Code 6501*)	-	-	-	-	-	-
Traffic Signs (Object Code 6520*)	-	-	-	-	-	-

PROJECTED YEAR END FUND BALANCE: (R&BCIP - Fund #32) \$ 546,000 \$ 366,000 \$ 1,066,000 \$ 1,876,000 \$ 1,389,000 \$ (21,807,000)

\* See 2010 Long Term Financial Plan for listing of individual projects.

(1) After all known funding sources have been allocated, this amount of additional funding sources need to be identified for the projects to move forward. Possible funding sources to close the gap are additional County bonding, State/Federal aid/grants or contributions from other sources such as local governments

D. TRAILS CIP – FUND #15

Carver County has been awarded Federal Transportation Enhancement Funds to construct an asphalt trail on the former Dakota Rail corridor for non motorized uses from the East County Line to the West County Line. The Carver County Regional Railroad Authority is allowing Carver County to construct the trail on its property and is using its levying authority to accumulate funds (Fund #15) as the required local match for the Federal Grant.

Please see the Trails CIP summary on the next page for further details.

TRAILS - REGIONAL RAIL AUTHORITY  
 CAPITAL IMPROVEMENT PLAN - Fund #15  
 2009

ESTIMATED  
 PROJECT COST  
 PLUS  
 INFLATION

CCRRA  
 Contribution

Federal  
 Grant (1)

DESCRIPTION	PERCENT PAID BY OTHERS	ESTIMATED YEAR NEEDED	ESTIMATED PROJECT COST	ESTIMATED COST PLUS INFLATION	CCRRA Contribution	Federal Grant (1)
<b>PHASE I - East County Line to Mayer:</b>						
Project soft costs: Engineering	0%	2009	79,129	79,129	79,129	-
Project soft costs: Engineering		2010	99,234	103,000	103,000	
Project Construction Costs	80%	2010	1,220,000	1,269,000	293,000	976,000
<b>PHASE II - Mayer to West County Line:</b>						
Project soft costs: Engineering		2010	60,000	62,000	60,000	
Project soft costs: Engineering	0%	2011	67,000	72,000	72,000	-
Project soft costs: Engineering		2012	144,000	162,000	144,000	
Project Construction Costs	80%	2012	1,320,000	1,485,000	485,000	1,000,000
<b>Totals</b>						
			\$ 2,989,363	\$ 3,232,129	\$ 1,236,129	\$ 1,976,000

	2009	2010	2011	2012	2013
BEG FUND BALANCE:	\$ 290,117	\$ 330,988	\$ (5,012)	\$ 35,488	\$ (481,012)
CCRRA Levy	120,000	120,000	120,000	120,000	120,000
Estimated Annual Trail Maintenance	-	-	(7,500)	(7,500)	(15,000)
One-Time Project Costs	(79,129)	(456,000)	(72,000)	(629,000)	-
<b>PROJECTED YEAR END FUND BALANCE: (Fund #15) (2)</b>	<b>\$ 330,988</b>	<b>\$ (5,012)</b>	<b>\$ 35,488</b>	<b>\$ (481,012)</b>	<b>\$ (376,012)</b>

(1) Federal grants have been awarded to fund 80% of the trail construction costs  
 (2) Negative Fund Balance is expected to be funded by internal loan from County funds to be repaid by CCRRA Annual Levy

### **III. PARK LAND ACQUISITION AND DEVELOPMENT**

The County Board's strategy for park land acquisition and development of the county's regional parks has been to maximize its funds by partnering with other organizations. For example, in 2007 Carver County agreed to offer space at Lake Minnewashta Regional Park for an off-leash dog area and pay for on-going operations and maintenance of the site. Other organizations donated cash to finance the construction of the off-leash dog area. Also, Carver County won a State award for its sledding hill at Lake Waconia Regional Park that was built at no charge to the County by a highway contractor who had excess earthen materials from the nearby highway relocation project.

The long-term funding source for park land acquisition and development has been reimbursement grants from the Metropolitan Council's Capital Improvement Program. In 2008, the County Board designated \$4 million dollars in the County's Year-End Savings account (Fund #01) for advance funding additional parkland acquisition under this Met Council program. For 2009, the Met Council has changed the reimbursement formula to require a local contribution for parkland acquisition. This Administrator's Recommended 2009 Annual Budget includes a new \$50,000 Capital Levy for Parkland Acquisition to accumulate funds for the new local contribution. This Capital Levy for Parkland Acquisition is currently planned to increase by \$50,000 each year thru 2011.

Under the current reimbursement formula, it could be 2020 for the County to be fully reimbursed from the Met Council for parkland acquisition. Thus, park development needs throughout the County (utilities, restrooms, parking lots and roads) during the next 11 years will likely have to come from other sources besides the Metropolitan Council. The County's Comprehensive Plan is currently under study and is being updated in 2008. It is anticipated that the County's current strategy for Park Improvements will be revisited within the context of this long range planning exercise.

Please see the County Contribution and Met Council Advance Funding Reimbursement Schedule on the next page for further details.

**PARKLAND ACQUISITION DESIGNATION (Fund #01)  
ESTIMATED COUNTY CONTRIBUTION (1) AND MET COUNCIL ADVANCE FUNDING SCHEDULE  
2009**

DESCRIPTION	ESTIMATED YEAR NEEDED	ESTIMATED COUNTY CONTRIBUTION (1) AND ADVANCE FUNDING
Parkland acquisition	2009	-
Parkland acquisition-County Store & Pauls Parcel	2010	1,413,633
Parkland acquisition	2011	-
Parkland acquisition	2012	-
Parkland acquisition	2013	-
Parkland acquisition	2014	-
Parkland acquisition	2015	-
Parkland acquisition	2016	-
Parkland acquisition	2017	-

Totals \$ 1,413,633

BEG FUND BALANCE	2008	2009	2010	2011	2012	2013
Board Designation in Fund #01	\$ (698,000)	\$ 2,198,000	\$ 2,248,000	\$ 1,360,367	\$ 1,510,367	\$ 2,086,367
Capital Levy for Parkland Acquisition	4,000,000	-	-	-	-	-
Met Council annual reimbursement	-	50,000	100,000	150,000	150,000	150,000
Met Council up-front reimbursement for land acquisition	426,000	-	426,000	-	426,000	-
Parkland acquisition costs - reimbursable from Met Council	1,000,000	-	-	-	-	-
Parkland acquisition costs - County contribution (1)	(2,530,000)	-	(596,633)	-	-	-
	-	-	(817,000)	-	-	-
<b>PROJECTED YEAR END FUND BALANCE: (Fund #30)</b>	<b>\$ 2,198,000</b>	<b>\$ 2,248,000</b>	<b>\$ 1,360,367</b>	<b>\$ 1,510,367</b>	<b>\$ 2,086,367</b>	<b>\$ 2,236,367</b>

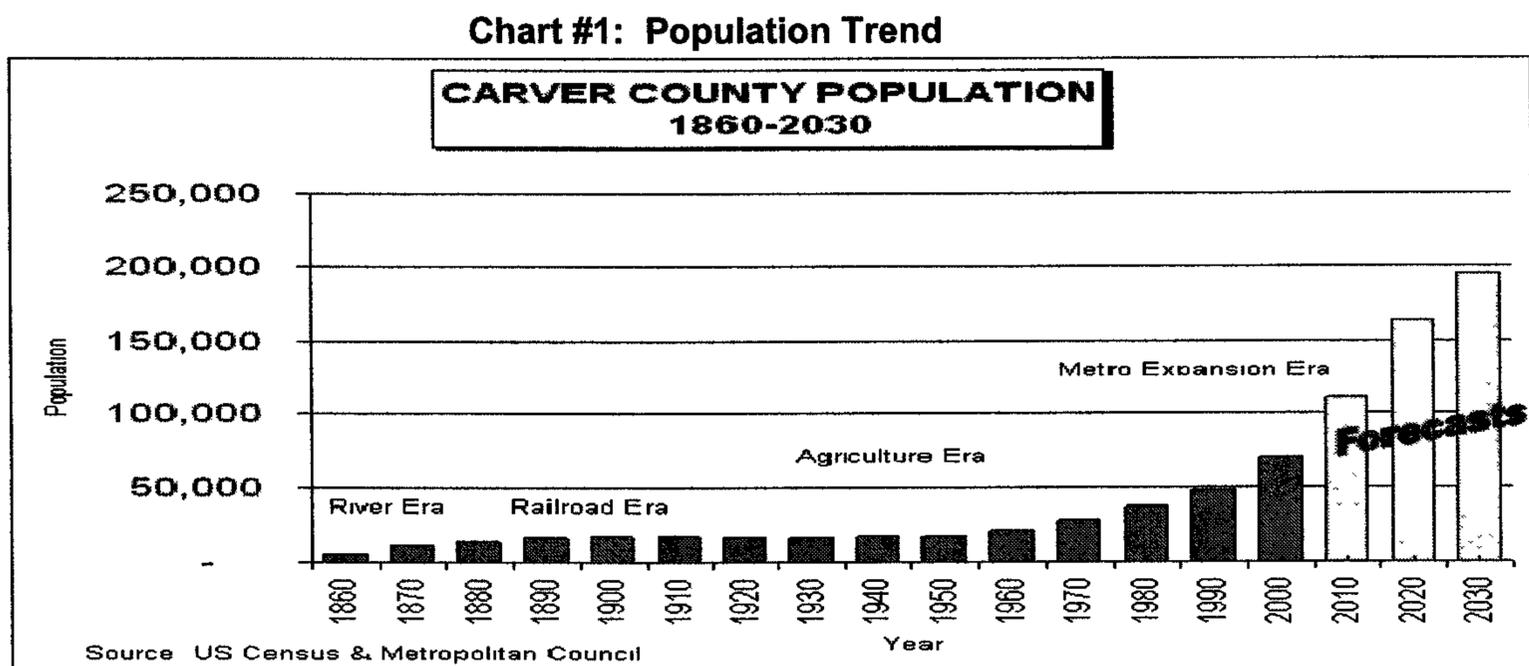
(1) Prior to 2009, the County was reimbursed by the Met Council for 100% of the parkland acquisition that was advanced funded by the County. Rules now in effect for any new purchases require a local contribution that is not reimbursable from the Met Council. A new \$50,000 capital levy for parkland acquisition was included in the Administrator's Recommended 2009 Budget to accumulate funds for this local contribution.

#### IV. PERSONNEL COSTS

The County's annual operating budget is driven by several factors. The majority of the county's operating budget is related to personnel costs. The most significant cost driver for future operating budgets is adding staff to address the increasing service demands from a growing county. Thus, the key financial strategies for funding future operations focuses on three issues related to personnel costs:

##### A. FTE's Per 1000 Residents

Chart #1 shows the dramatic forecasted increase to almost 200,000 residents by the year 2030. This projected population growth is the biggest factor relating to increasing service demands and results in a requirement to make significant investments in County services.



The County's primary strategy to finance increasing service demands from population growth is to hire additional FTEs at a slower rate than the County's overall growth by:

1. Leveraging technology to gain staff efficiencies: For a listing of technology projects that will increase staff efficiencies – See Attachment E-1,
2. Collaborating with other organizations to enhance service delivery, increase efficiencies and eliminate duplication of efforts: In 2008, the County created the Association of County Elected Leaders (“ACCEL”) to facilitate this effort.
  - a) For a listing of intergovernmental partnerships and cooperative ventures within Carver County – See Attachment F-1, and
  - b) For a listing of Joint Activities Between Scott and Carver Counties – See Attachment G-1
3. Develop a pay for performance model that rewards outstanding performance: A non-bargaining committee has been established to develop this model.

The ratio of FTEs per thousand residents will be used to measure the County's overall progress of this strategy.

## **B. Skyrocketing Health Care Costs for the County and its Employees**

The County's health insurance plan for its employees is broken and needs to change. The last time the County went out for bids, only one major health insurance carrier offered a bid and the two major carriers who did not bid indicated that they will not be bidding for the County's future business until the County provides consumer driven health insurance options to its employees. For 2008, the County's Health Insurance premiums were capped at 17% increase which was a good thing because the premium increase would have been over 30% without the cap in place. In response, the County's health care labor management committee is aggressively focusing on three areas:

### **1. Plan Design: Consumer-Driven Models**

The latest trend to attempt to slow health care costs is to give consumers more choice in their health care which is commonly referred to as "consumer driven health plans". In 2009, the County followed this trend by creating incentives for employees to migrate from the legacy Plan A to a new "Plan B" - a high-deductible HRA which shares risk with the employee in exchange for lower premiums or an improved Plan C - a Tiered Network where clinics/hospitals with higher care ratings have lower deductibles. For 2010, the County plans to get all employees to migrate out of the legacy Plan A into consumer driven health plans and to consider offering a cafeteria plan to provide employees with more benefit flexibility.

### **2. Education/Wellness**

Estimates have calculated that 50% of health care costs relate to poor choices: what we eat, how much we eat, smoking, drinking, etc. The Mayo Clinic has developed a wellness program that over an extended period of time has shown to be successful at getting employees to make better health care choices. In 2008, the County Board approved the Committee's proposal to implement the Mayo Clinic's wellness program. Starting in 2009, the committee plans to aggressively market the Mayo Clinic's wellness program.

### **3. Data Mining**

Starting in 2009 the Committee plans to discuss aggressively data mining the County's generic (i.e. not-confidential) health care utilization records to find information that will be useful when considering future Plan Design and/or Education/Wellness program changes.

These efforts will not be a silver bullet solution but hopefully will provide us with a path that will eventually lead us out of this health insurance crisis.

### C. Other Post Employment Benefits - GASB Statements 43 & 45

The Governmental Accounting Standards Board (“GASB”) now requires that governments disclose the actuarial valuation of its post employment benefits. Governments are not required to fund this liability or make a contribution. The new GASB standard only requires that the government disclose these amounts in its financial statements. However, governments may choose to advance fund their OPEB liability with an OPEB Annual Contribution because:

- Rating agencies view a large, unfunded OPEB Liability as an increased risk that could negatively impact a government’s credit rating.
- State created a higher interest rate earning trust for OPEB contributions.

As background, Carver County has two types of post employment benefits:

- Subsidized Health Insurance Payments – Carver County Policy provides employees who retire at or after age 60 with at least 20 consecutive years of service, the same coverage of an active employee until eligible for Medicare. Currently the County contribution is the single health care premium or 68% of the family premium.
- Access to Group Insurance – MN State Law requires that pension eligible retirees be given access to the County’s group insurance plan for the same premium as active employees until medicare eligibility (retiree pays 100% of the premium). The State mandate that blends the premium for more costly to insure retirees and the less costly active employees creates what is called an Implicit Rate subsidy.

The annual actuarial contribution for these two benefits, commonly referred to as the OPEB Annual Contribution, is \$1,024,377 as of 12/31/07. The majority of Carver County’s OPEB Contribution is attributed to the State Law requiring Retiree’s Access to Group Insurance (approximately ¾). The \$1,024,377 annual contribution amount can be broken up into two major parts:

- Benefit liability that is being accrued/earned each year: \$564,739, and
- \$7M benefit liability that has accumulated from previous years amortized over 30 years: \$415,526.

The County’s 2009 Annual Budget has a \$200K OPEB contribution (\$100K levy allocation and \$100K one-time YES allocation) to advance fund the County’s OPEB liability. For 2010 and beyond, the long term financial plan is to increase the annual contribution by up to \$200K each year until the County’s annual levy allocation equals the OPEB Annual Contribution. Depending on the length and severity of the current economic slowdown and the related tight County Budget, it is considered likely that it will take 8 -12 years to meet this goal.

**V. ATTACHMENTS:**

Consolidated Listing of Capital Projects ..... A-1

Capital Projects Summary by Fund:

- a. Buildings CIP: Fund #30..... B-1
- b. Lake Waconia Ballroom CIP: Fund #30 ..... B-3
- c. Roads & Bridges CIP: Fund #32 ..... B-4
- d. Facilities & Equipment: Funds #1,3,11&14 ..... B-5
- e. Debt Service: Fund #35 ..... B-19

Capital Projects Summary by Department ..... C-1

Individual Capital Projects ..... D-1

Technology Projects Leveraging Staff Efficiency Gains..... E-1

Intergovernmental Partnerships and Cooperative Ventures .F-1

Joint Activities Between Scott and Carver Counties ..... G-1

*not included in this packet*

## Technology Project that will Increase Staff Efficiencies

Project Name	Project Description	Staff Efficiency
<p><u>Current Projects 08-09</u></p> <ol style="list-style-type: none"> <li>1. High Availability</li> <li>2. GIS – Pictometry Implementation</li> <li>3. Credit Cards</li> <li>4. Parks Reservations</li> <li>5. Procentive</li> </ol>	<ol style="list-style-type: none"> <li>1. Equipment purchased for Software upgrades to occur with no downtime</li> <li>2. High resolution aerial imagery</li> <li>3. Ability to accept credit cards as a form of payment for a number of departments within the county accepting payment for fees or services</li> <li>4. Upgrade to an enhanced web hosted parks reservation software from a less reliable county hosted reservation software.</li> <li>5. Community Social Services schedule, billing and reporting system.</li> </ol>	<ul style="list-style-type: none"> <li>• Eliminates system downtime and allows for 24/7 operation, especially during work hours</li> <li>• Reduces site visits and allows employees to more quickly make informed decisions across all Divisions. Assessors are able to speed less time in the field doing property assessment because Pictometry provides a 45 degree view of all buildings, external building enhancements and additions. Public Safety agencies such as Fire Departments, First Responders, and Sheriff Patrol are all benefactors.</li> <li>• Increase accuracy and efficiency by reducing cash handling and check processing duties</li> <li>• Will significantly reduce customer complaints related to site not working properly. Removes employees from the majority of reservations, allowing them to spend time on other work. Customer self service.</li> <li>• Reduces workload associated with managing employee schedules, billing procedures, paper records and state reporting</li> </ul>
<p><u>Planned Projects 2009</u></p> <ol style="list-style-type: none"> <li>1. Electronic Workflow &amp; Document Imaging</li> <li>2. Dynamic Forms</li> <li>3. Sheriff Office Dynamic Website</li> <li>4. NeoGov</li> <li>5. E-charging</li> </ol>	<ol style="list-style-type: none"> <li>1. Electronic workflow and document management system</li> <li>2. Intranet/Internet document submission with interface to form content databases.</li> <li>3. Online registration for inmate visits and live link to CIS jail inmate population.</li> <li>4. Automated personnel requisition, employment application and applicant tracking web-base system.</li> <li>5. Integrates information transfer between Sheriff, County Attorney, State Agencies and Courts</li> </ol>	<ol style="list-style-type: none"> <li>1. Shortens the time it takes to retrieve a document from several minutes (physical file) to a few seconds (electronic file) and increase staff efficiency through electronic workflow. Three million electronic records are stored; reduces physical file storage by several thousand square feet now available for employee workspace assignment.</li> <li>2. Eliminates the need for printing, faxing, and entering data contained on forms. Form data electronically submitted to appropriate data file.</li> <li>3. Citizen self service for inmate visits and inmate roster list similar to other metro Counties. Reduces Sheriff Office involvement since citizens can help themselves</li> <li>4. Streamline recruitment &amp; selection process. Applicant tracking and recruitment statistical reports available online. The application process is streamlined for County Divisions.</li> <li>5. Reduces travel, paper and duplicate data entry</li> </ol>

## Technology Project that will Increase Staff Efficiencies

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<p><u>Near Future Projects 2009-2010</u></p> <ol style="list-style-type: none"> <li>1. 311 One Stop Customer Support Feasibility Study</li> <li>2. Feasibility of Electronic Claims Submission Processing</li> <li>3. Emergency Operations Center (EOC)</li> <li>4. Internal and external wireless connectivity</li> </ol>	<ol style="list-style-type: none"> <li>1. Allows citizens to phone 311 for non emergency county issues and be dispatched to the appropriate department</li> <li>2. Review potential for electronic workflow of claims processing.</li> <li>3. EOC will facilitate up to 100 emergency response team members</li> <li>4. Employees will have access to electronic case management when not in the office</li> </ol>	<ol style="list-style-type: none"> <li>1. Centralized customer service for level one service call from citizens; eliminates voice mail message for routine support to citizens.</li> <li>2. Increased efficiency with use of electronic signature and electronic claims submission versus physical copy.</li> <li>3. County will be positioned to rapidly and effectively respond to various emergency incidents. Multiple agencies throughout Carver County will be able to function out of one central location for incidents such as chemical spills, Public Health issue, lost child, natural disaster.</li> <li>4. Productivity tool that allows for non-office input and management of client case data.</li> </ol>
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**Current Intergovernmental Partnerships and Cooperative Ventures  
Carver County, Cities, Townships, School Districts and Others  
May 27, 2008  
\*\*\*DRAFT\*\*\***

❖ **General Government**

- Association of Carver County Elected Leaders – ACCEL (proposed)
- County-wide Fiber Option Line (under review)
- Joint lobbying efforts
- Library facilities and operation cost sharing
- Partnerships in Library programming with schools and MELSA
- Joint studies such as financial planning and roads
- CDA facilities, housing, commercial ventures and joint bonding
- Shared training programs in many offices and departments (e.g. emergency management)
- Sharing equipment with Ad Hoc agencies
- GIS System sharing and training: internet mapping/desktop mapping services/tech support

❖ **Judicial Services**

- Joint Prosecution
- Contract policing
- Joint dispatch system
- Shared County jail beds
- Joint Safe and Sober Program
- Police and fire mutual aid
- Criminal warrant system and transportation
- Provision of civil paper service throughout the county
- City-County cooperation in serving order of protections
- 911 emergency management signs in rural areas of townships and cities
- Sentence to Service (STS) program
- Intensive DWI program
- Recreational Safety Officers on the lakes and snowmobile trails
- Emergency Response Unit (SWAT) for tactical entry warrants
- Crime scene security details and assistance
- Drug Task Force
- Law Enforcement Information System (LEIS) computer system
- Mobile Data terminals (MDT/Squad Car computers)
- Truancy intervention
- Emergency warning and response services
- Disaster relief funding and administration and emergency management grants
- Juvenile Alternative Facility (JAF) housing and youth placement
- Reserve deputies doing security assistance and traffic support at community events
- Public safety radio and mobile data computers and communication system
- COPS in schools
- Sheriff's Office Mobile Command Post Trailer

❖ **Public Health**

- Carver County Interagency Early Intervention Committee (IEIC)
- West Suburban Interagency Early Intervention Committee
- River Valley Nursing Center (RVNC)
- The New Beginnings Program

## **Partnerships and Cooperative Ventures**

**April 24, 2008 Draft**

**Page 2**

- West Suburban Teen Clinic (WSTC)
- Carver County Sexual Assault Interagency Council (SAIC)
- Carver-Scott Breastfeeding Coalition
- PH-Doc Users Group
- Carver County Family Planning Program:
  - Ridgeview Chanhassen Clinic
  - Western OB/GYN Clinics
  - Snyders Drug-Chaska
  - Snyders Drug-Norwood
  - Snyders Drug-Waconia
  - Center Drug
  - Beck Pharmacy
  - Waconia Pharmacy
- Child & Teen Check-ups Metro Action Group (C&TC MAG)
- Carver County Licensed Child Care Centers
- Metro Maternal Child Health Coordinator's Group
- Metro Follow Along Group
- Healthy Communities Collaborative
- Carver County Early Childhood Mental Health Collaborative
- CAP Agency Head Start Health Advisory Committee
- Child Care Resource and Referral Care and Education Committee from Scott and Carver Counties
- Scott County Public Health
- Metro Alliance for Healthy Families
- Carver-Scott Women Infants and Children Program (WIC)
- First Step
- Carver-Scott Educational Cooperative
- Early Childhood Family Education- all school districts
- Early Childhood Screening- all school districts
- The Minnesota Department of Health (MDH)
- Carver County Health Partnership (CCHP)
- State Community Health Service Advisory Committee (SCHSAC)
- Metro Local Public Health Association (MLPHA)
- Local Public Health Association (LPHA)
- Minnesota Public Health Association (MPHA)
- American Public Health Association (APHA)
- National Association of City and County Health Officials (NACCHO)
- Emerging Leaders Network (ELN-with U of MN PH, MPHA, MDH, LPHA-PH Leadership Dev)
- Multi-State Learning Collaborative (MLC)
- Minnesota Public Health Collaborative for Quality Improvement (QI Collaborative)
- Active Living Initiative
- Meth Task Force
- Senior Commissions ( 5 CC Communities-Mayer, Chan, Watertown, NYA, Victoria)
- Public health nuisance abatement
- National Association of Counties (NACo)
- Behavioral Health Collaboration Emergency Response
- Metro 800 MHz Radio Collaborative
- Minnesota Vaccines for Children (MN VFC)
- MIIC (Minnesota Immunization Information Connection)
- Office of Emergency Preparedness (OEP)
- Refugee Task force

## **Partnerships and Cooperative Ventures**

**April 24, 2008 Draft**

**Page 3**

- Metro Tuberculosis Task Force
- Metro Region Emergency Preparedness
- Public Health Emergency Coordinators (PHEC)
- Health Alert Network Coordinators (HAN)
- Special Events Planning with area counties and MD
- Fair Board
- Area Businesses
  - Communicable Disease Case Contact Investigation
  - Ridgeview Business Health
  - Crown College including School of Nursing
- ECHO (Emergency Communications Health Outreach)
- U of M Extension
- MAPT (Minnesota Adult Protection Team)
- EMS Workgroup (Emergency Medical Services)
  - CC SO/LE/Dispatch
  - Chaska Police
  - Carver County Mutual Aid Association, Fire Chiefs
  - RMC Ambulance
  - RMC Medical Director
  - MESB (Metro Emergency Services Board) and Metro EMS Committee
  - Carver County Emergency Management
- SHOC committee (Saving Hearts in Our Communities)
  - RMC Ambulance
  - Fire Departments
  - CC Information Services
  - CC Safety Officer
- Ridgeview Medical Center
- Medical Reserve Corp (MRC)
- MN Citizens Corp Council
- Ready Carver
- Health Community Partners
  - All School Districts
  - All Primary Medical Clinics in county
  - Nursing Homes
- School Nurses
- Carver County Social Services
  - First Street Center
  - Crisis Mental Health
  - Waivered Services/Case Management
  - Financial Services
- Workforce Center MFIP Health Education
- Senior Care Provider Network
- Public Health Emergency Preparedness Workgroup
  - CC Attorney's office
  - CC SO
  - Chaska PD
  - Chaska School District
  - Red Cross
  - CAP Agency
  - Lake Auburn Moravian Church
  - Auburn Nursing Home
  - Ready Carver

- Medical Reserve Corp
- Metro Region Workgroups
- Minneapolis Visiting Nurses Association (MVNA)
- Local Epidemiology Network of Minnesota (LENM)
- Carver County Licensed Child Care Centers
- Refugee Task Force
- SPSS Users Group
- The Community Foundation for Carver County (TCFCC)

❖ **Public Works/Parks**

- Tax Abatement agreements for infrastructure improvements
- Cost sharing agreements on roadways
- Seal coating and pavement markings
- Dust coating partnerships
- Shared salt/sand agreements
- Cooperative application for federal funding (ISTEA)
- Water service agreements
- CART bus service
- Joint Transit planning
- Joint purchasing of materials and supplies
- Studies and analysis of sharing storm water retention ponds
- Analysis of environmental reviews for major projects
- Joint corridor studies for collector/major roadways
- Joint communication/workshops with MnDot
- Condemnation Joint Powers Agreements
- Parks/open space/trail planning Parks and trail maintenance

❖ **Land & Water Services**

- Orderly annexation agreements
- NPDES Phase II Water Quality Plan implementation and enforcement
- Erosion control administration, inspection and enforcement
- Shared building inspection services
- General land use planning and zoning services
- Preparation of special study/land use plans/comprehensive plan collaboration
- Joint natural resources inventory preparation and planning
- Joint communications and workshops with the Metropolitan Council
- Wetland Conservation Act administration
- Addressing of new lots/buildings in cities and townships
- Updating and sharing of aerial photography
- Watershed planning and special studies
- Shared solid waste enforcement
- Problem site/Brownfield management
- Funding for problem waste pickup and disposal
- Household hazardous waste collection and management

❖ **Social Services**

- Collaborative Programs and Staff through the Integrated Services Council (Family and Children's Mental Health Collaborative)  
School-based social workers (Districts 108, 110, 111 & 112)

Visions Day Treatment  
Co-located Therapists in Carver Scott Educational Cooperative Programs  
Autism Specialist  
Early Childhood Behavioral Specialist  
First Step  
Behavior Intervention Team (B.I.T.)

- Various Housing Projects with the Community Development Agency
- Forensic Assessments of students referred by School Districts (Terroristic Threats)
- Joint Assessment of Child Maltreatment reports with Law Enforcement
- Carver Scott Crisis Program – Critical Incident Debriefing
- Mental health crisis intervention in jail
- Psychiatric assessments and medication management in jail

❖ **Taxpayer Services**

- County-wide assessing services
- County/State License Center
- Abandoned building enforcement
- Tax forfeited property administration

## JOINT ACTIVITIES BETWEEN SCOTT AND CARVER COUNTIES

6-1

APRIL 19, 2007

### **PUBLIC WORKS:**

- Transit –
  - Considering benefits of consolidating our transit operations – both are dial a ride services with small circulator abilities
- Highway –
  - Joint planning on bridges, Mn/DOT bridges such as TH 41
  - Joint communication/workshops with MnDOT

### **FINANCE:**

- We have indirect activities with Carver through our various associations.

### **INFORMATION TECHNOLOGY:**

Carver / Scott/ Dakota County GIS Collaboration projects:

- Scott County GIS purchased a new “front end” for our GIS web application and is implementing it with Carver and Dakota.
- The three counties’ GIS staffs meet often to discuss GIS, current projects – to prevent duplication of effort, and code is shared freely between counties.
- Future Plans:
  - Develop a common GIS vision
  - Coordinate development in GIS
  - Partner on future GIS data acquisition
  - Jointly implement Scott’s new ArcGIS Server
  - Leverage GIS development across the counties

### **EMPLOYEE RELATIONS:**

- There is regular contact between the ER Directors, as Jack is the chair of the MICA HR directors group and counterpart is the vice chair.

### **COMMUNITY DEVELOPMENT:**

- Opening dialogue with Carver staff on 2030 Comp Plan Update issues and process.
- TH 41 DEIS for new river crossing. Carver and Scott staff are on advisory committees.

## **PARKS:**

- Initial discussions on possible collaboration to identify Park Acquisition funding sources along with Dakota and Washington counties (grew out of Dakota/Scott collaboration)

## **COMMUNITY SERVICES:**

### **Public Health**

- MAHF (Metro Alliance for Healthy Families) JPA
- PH Mutual Aid JPA
- Metro PH Purchasing for Preparedness JPA (in progress)
- New Beginnings – PH shares the Parenting and Health Prevention classes
- Bi-monthly meetings with PH Management
- Healthy Community Collaborative
  - MH Subcommittee
  - Mental Health Summit
  - River Valley Nursing Center
- Dental Services with Children’s Dental Services
- County Data Collaborative (PH is a new member)
- Meetings with Carver and Scott County Public Health and WIC (Women Infant Children is a nutrition program that both Scott and Carver have as their provider the CAP (Community Action Program Agency).
- Carver/Scott Breastfeeding Coalition
- Collaboration between Carver and Scott Counties C&TC (Child and Teen Checkup) programs.
- History of collaboration between Carver and Scott counties for the Follow Along Programs.
- Other joint meetings statewide or metro: Minnesota Workforce Council Association, MLPHA, LPHA, MAG (C&TC Coord), LEMN (Immunization and vaccination group), Metro Data Planners, PHEP Coord, Minnesota DAC Association, State CHS Advisory Council, state MFIP group, MICA
- Previously shared WSA (Workforce Service Area)
- SKY Program (school based with Carver Court Services, the CSEC and Community Corrections)
- Mental Health Crisis Program (St. Francis Regional Medical Center and Waconia Ridgeview Medical Center)
- Carver-Scott Educational Cooperative
- Scott and Carver have a joint Community Transition Interagency Committee (CTIC). This group has representatives from the schools, county and state agencies in the two counties. This group focuses on providing school to work transitions for youth.
- Scott and Carver County E&T Counselors collaborate on the Senior Expos held in the two counties.
- Child Support Collaboration with Carver County:

- Parent's Forever Training
- Conflict Child Support Cases
- Attorney's Education Day
- Child Support Satellite Trainings
- Support Staff Area Collaboration with Carver County:
  - Lend EBT cards if they run out
- Income Maintenance Collaboration with Carver County:
  - Conflict cases (Currently I think we have two Carver County Cases)
  - Assistance with policies or procedures
  - EBT issuance if ours is down and they are up.
  - There are meetings, that if only one of us is able to go, we will share information gathered

The following are activities in which Social Services are jointly involved with:

- Crises Team for mental health services
- Family Group Decision Making (LeSueur and McLeod also)
- Adult Mental Health Initiative
- Mental Health Crises Grant (Hennepin and Anoka also)
- Four bed crises unit at Mount Olivet for DD clients (Hennepin and McLeod also)
- Housing Partnership for Mental Health clients at an apartment building in Savage
- Shared day program providers for DD clients
- We have mental health staff integrated at New Beginnings – CSEC program

Gary Bork and Tim Walsh collaborate on the following via the Metro Directors group:

- Metro area Joint Powers Agreement on administering the grant to end long term homelessness
- Metro area Data Warehouse Collaborative
- Metro area JPA on the Metro Alliance for Healthy Families
- Emergency Preparedness Mutual Aid Agreement
- Collaboration on MSHO contracts with Health Plans
- (pending) study on regional mental health crisis services
- (pending) study on alternatives to traditional DAC/DT&Hs

#### **SERVICES:**

- Working on Carver's participation in the Joint Regional Training Facility.

#### **ADMINISTRATION:**

- County Commissioners and Administrators work collectively on various county, metropolitan and state associations.
- County Administrators meet periodically to talk about issues of mutual concern, including budgeting, taxation, growth pressures and personnel issues.
- Joint County Board meeting was held several years ago in Scott County.

- Scott County Office of Public Affairs has assisted Carver County Administration upon specific request.
- Both Counties share certain legislators and the Administrators discuss legislative concerns and business.

## **SHERIFF**

- General
  - Mutual aid assists when law enforcement resources are needed immediately in the other jurisdiction. This includes:
    - Patrol operations with crime response
    - Dive team assistance
    - K-9 requests for assistance
- Dispatch/Communications Operations
  - Primary back up for each other in the past for both radio and 9-1-1 failures
  - Carver currently leases antenna space at Scott County's Jackson tower site for our mobile data system
  - Carver currently lease space through the MRB for antennas and equipment for our 800 MHZ voice radios
- Jail Related Operations
  - Carver has a history of boarding Huber and female inmates and Scott has boarded there inmates with Carver in the past. Most recently we continue to have an inmate prisoner exchange program for the benefit of each county involved.
  - Scott County does not have a secure juvenile detention facility. They have a contract with Carver for 2 beds per day in the juvenile detention center.
  - Jail staff has a history in assisting each other in training. Carver helped train Scott staff in direct supervision operations prior to their opening the new County Jail. Additionally Carver has sent staff to Scott for update training on medication delivery. We have also assisted each other in use of force training for the jail in the past.
  - The two Counties work as a back-up for each other for intoxilyzer tests. If the device or operator are unavailable in one county the other assists.
  - Carver County Court Services is believed to have a contract with Scott County for use of their Juvenile Alternative Facility (JAF) since Carver County does not have a resource like this of their own.
- Investigative related operations
  - Carver has a collaborative effort in the SWMDTF which Scott County participates in.
  - Carver has assisted Scott County in some computer crimes analysis.
  - Carver has assisted Scott County with crime lab work on occasion.
  - Recently Carver Crime Scene Technicians were requested to assist Scott County in a case when all of their staff was tied up on another incident.
  - We have assisted each other with Internal Affairs Investigations over the years.
  - Both counties attend monthly Area Investigator meetings to share information.

- Training
  - In the past our SWAT (SERT) teams have trained together.
  - Carver has attended Civil Process Training hosted in Scott County.
- Contract Policing
  - Carver has shared information and documentation with Scott County on our contract policing program.

Note: This is not an exhaustive list of joint activities.